



Town of Arlington Board of Selectmen

Meeting Agenda

November 20, 2017

7:15 PM

Selectmen's Chambers, 2nd Floor, Town Hall

FOR APPROVAL

1. Norway Maple Removal @ 264 Renfrew Street
Elisa and Bob MacDonald
2. Norway Maple Removal @ 37 Beverly Road
Rich and Kate Sands
3. Presentation: Arlington Center Safe Travel Project - Adjustments & Improvements
Michael Rademacher, Director of Public Works
4. ADDENDUM
To Review and Approve:
 - the sale of the \$30,955,000 General Obligation Municipal Purpose Loan of 2017 Bonds of the Town, dated and closing December 7, 2017 to Bank of America Merrill Lynch at the price of \$34,529,754.29 and accrued interest.
 - the sale of a \$1,400,000 1.27 percent General Obligation Bond Anticipation Note of the Town, dated and closing December 7, 2017, and payable November 30, 2018 (the "Note") to Century Bank and Trust Company at par.
 - All related documents required to execute the sale.

Dean Carman, Treasurer

CONSENT AGENDA

5. Minutes of Meetings: October 30, 2017
6. Reappointment: Arlington Cultural Council
S. Rebecca Holmes-Farley (term to expire 10/31/2020)
7. Vote: Special Municipal Employee/Department of Public Works
Michael Rademacher, Director, Department of Public Works
8. Requests: a) First Lights, Whittemore Park @ Jefferson Cutter House, Thursday, November 30; and b) Free Parking Saturdays in the Russell and Water Street Municipal Lots for Holiday Shopping
Beth Locke, Executive Director, Arlington Chamber of Commerce
9. Request: Special (One Day) Beer & Wine License, 12/5/17 @ Robbins Memorial Town Hall for 'Celebration of Organization'

DeAnne Dupont, President, Food Link

10. Request: Special (One Day) Beer & Wine License, 12/9/17 @ Robbins Library Reading Room for a Private Event

Nataliya Bregel

APPOINTMENTS

11. Arlington Committee on Tourism and Economic Development

Bob Tosi Jr. (term to expire 11/30/2020)

12. Community Preservation Committee

Ann Woodward (term to expire 6/30/2018)

13. Conservation Commission

Pamela Heidell (term to expire 6/30/2020)

14. Tree Committee

Steven Moore (term to expire 11/30/2020)

LICENSES & PERMITS

15. Request: Wine & Malt License Change of Manager

Sugo Cucina Italiana/RJM Inc., 162 Massachusetts Avenue
Rudolph Maniscalco

16. Request: Sons of Italy Late Night Event, 11/25/17-11/26/17

Sons Of Italy, 19 Prentiss Road, Thomas Caccavaro

17. Request: Menotomy Grill & Tavern Late Night Event, 12/31/17-1/1/18

Menotomy Grill & Tavern, 25 Massachusetts Avenue, William Lyons

CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

18. Arlington Public Art Update

Cecily Miller

19. For Approval: Opening of Warrant for Annual Town Meeting 2018

20. Vote: Special Town Meeting, February 12, 2018

Adam W. Chapdelaine, Town Manager

21. For Approval: Opening of Warrant for Special Town Meeting

22. Discussion: Comptroller Recruitment Process

Adam W. Chapdelaine, Town Manager

23. Discussion & Vote: Alton Street Loading Zone Revised Proposal

Adam W. Chapdelaine, Town Manager

24. Report: Town Night 2018

Kevin F. Greeley, Selectman

CORRESPONDENCE RECEIVED

Concerns re Bike Path at Water Street
David Whitford, 23 Water Street
Town Hall Front Entrance
Bob Radochia, 45 Columbia Road

NEW BUSINESS**EXECUTIVE SESSION**

Douglas W. Heim, Town Counsel
For the purpose of compliance with the Open Meeting Law for review of Executive Session Minutes of October 16, 2017.

Next Scheduled Meeting of Bos December 4, 2017



Town of Arlington, Massachusetts

Norway Maple Removal @ 264 Renfrew Street

Summary:

Elisa and Bob MacDonald

ATTACHMENTS:

Type	File Name	Description
▢	Reference Material MacDonald_Appeal_264_Renfrew_Street.pdf	Resident appeal to Board of Selectmen
▢	Reference Material T._Lecuivre_Summary_264_Renfrew_St.pdf	T. Lecuivre Summary and Reference

From: Elisa M <elisamacdonald@gmail.com>
To: mkrepelka@town.arlington.ma.us
Cc: "macdonaldbob1@gmail.com" <macdonaldbob1@gmail.com>, Tim Lecuivre
<TLecuivre@town.arlington.ma.us>
Date: 11/01/2017 08:58 PM
Subject: 264 Renfrew Street Tree Removal appeal

To the Board of Selectman:

We greatly appreciate you considering our appeal to remove the Norway Maple in front of our house at 264 Renfrew Street. It is with regret that we are even asking to remove the tree, however, we see no other choice. Our driveway is very narrow and up until now we have been able to function with a mini-mini van that has sliding doors to fit down the driveway. But our twins are now much older requiring us to get a normal sized car that has doors that open. When parked in our driveway now, the doors to our car cannot open on any side but the driver's, and once the snow comes we will not be able to fit the car in our driveway *at all*. There is no street parking permitted in front of our house. The only option we see is to pave at the side of our house next to the driveway, like many of our neighbors have done, but Verizon has put a telephone poll close to the tree and we cannot fit a car in between the tree and the poll. Our only option is to remove the tree.

Thank you.

Sincerely,

Elisa and Bob MacDonald
264 Renfrew Street
Arlington, MA 02476



TOWN OF ARLINGTON
Department of Public Works
Office of Tree Warden
51 Grove Street
Arlington, Massachusetts 02476
Office (781) 316-3114 Fax (781) 316-3109

November 8, 2017

Board of Selectmen

RE: Public Shade Tree Hearing: 264 Renfrew Street

Dear Selectmen,

The following is a summary of events concerning the (16" DBH) Norway Maple Tree located in front of 264 Renfrew Street.

Ms. Elisa MacDonald, contacted my office to discuss the removal of the Norway Maple Tree in front of her home at 264 Renfrew Street. She would like to enlarge her driveway because cement walls on either side of the driveway inhibit the vehicles' doors to open. The tree is healthy and it's growing in the Public Right of Way, therefore a Public Tree Hearing is required under Massachusetts General Law Chapter 87.

The hearing was held on October 24, 2017 at 10:00am. There were no participants at the hearing other than Ms. MacDonald and I. I did receive two letters objecting for removal. One from an anonymous resident of Renfrew Street, and another from Dr. Kerri Bourgeois and Sandi Bourgeois.

One of the many duties of a Tree Warden is to govern Public Shade Trees, and I take that responsibility extremely seriously. In this particular case, because of the driveway issue, if the Board should decide to grant permission of removal I will support that decision.

In conclusion, if the Board decides to grant permission for removal Ms. MacDonald will be responsible for all associated costs including; removal of tree, grinding of stump, and replacement of the Public Shade Tree. The replacement includes replanting trees equaling (16" DBH) in the general area or paying a fee, \$50 per inch (\$50X16") totaling \$800 to the 'Trees Please Fund' or a combination of both. This fund will be used to plant trees in the Town of Arlington.

Sincerely,

Timothy A. Lecuivre, MCA
Arlington Tree Warden

Department of Public Works
51 Grove Street
Arlington, MA 02476



TOWN OF ARLINGTON
Department of Public Works
Office of Tree Warden
51 Grove Street
Arlington, Massachusetts 02476
Office (781) 316-3114 Fax (781) 316-3109

TOWN CLERK'S OFFICE
ARLINGTON, MA 02476
2017 OCT -5 AM 9:21

LEGAL NOTICE
TREE HEARING
Town of Arlington, MA
Natural Resources Division

In accordance with Chapter 87 of the Massachusetts General Laws, a public hearing will be held in the Conference Room at:

Place: 51 Grove Street, Lower Floor Meeting Room

Date: October 24, 2017

Time: 10:00 a.m.

The hearing is to consider the proposed removal of:

Norway Maple in front of 264 Renfrew Street. (DBH 16") by request of owner to expand driveway.

The tree identified has been posted for public inspection. Interested parties are encouraged to attend. Any person objecting to the removal of this tree may attend the hearing or appeal in writing prior to the hearing. Letters should be addressed to:

Arlington Town Tree Warden, 51 Grove Street, Arlington, MA 02476



TOWN OF ARLINGTON
Department of Public Works
Office of Tree Warden
51 Grove Street
Arlington, Massachusetts 02476
Telephone (781) 316-3114, Fax (781) 316-3281

September 19, 2017

Elisa MacDonald
264 Renfrew Street
Arlington, MA 02476

RE: Request for Tree Removal at 264 Renfrew Street; 16"(DBH) Norway Maple

Dear Ms. MacDonald;

I have received your request for the removal of the tree in front of your property at 264 Renfrew Street. A hearing will be required according to Massachusetts General Law, Chapter 87. The tree removal will have to be advertised in the local newspaper for two (2) weeks after which time a hearing will be held at 51 Grove Street. Interested parties may attend and if no objection arises the removal can be scheduled.

The hearing process is as follows:

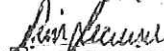
- A \$100 posting fee must be made to the DPW at 51 Grove Street. This fee covers the advertisement in the local newspaper and the posting of the scheduled hearing on the tree itself per Massachusetts General Law;

a notice of the time and place of such hearing thereof, which shall identify the size, type and location of the shade tree or trees to be cut down or removed, to be posted in two or more public places in the town and upon the tree at least seven days before such hearing and published in a newspaper of general circulation in the city or town once in each of two successive weeks, the first publication to be not less than seven days before the day of the hearing

- If at the hearing no objections to the removal are made, the tree can be removed. You will be required to obtain the services for the removal from a list of Town approved contractors. The work must include the removal of the tree and stump (6-8 inches below grade).
- The tree must be replaced with additional trees equaling 100% of the diameter of the removed tree at 4 feet off the ground; or a fee paid to the Town for replacement trees equaling \$50 per inch of diameter of the removed tree at 4 feet off the ground.
 - For example, if a 12" diameter tree was removed, 3-4" trees or 4-3" trees, etc., would need to be planted in close proximity to the tree removed;
 - Or, a payment of \$50 x 12 (\$600) would be made to the Town for use in planting trees elsewhere;
 - Or a combination of both of the above.

Attached is a list of approved contractors in order for you to get an estimate for the removal, and required stump grinding. Please contact me at your earliest convenience with how you would like to proceed.

Sincerely,


Tim Lecuire MCA
Arlington Tree Warden

From: Renfrew Resident <renfrew.resident@gmail.com>
To: tlecuivre@town.arlington.ma.us
Date: 10/21/2017 08:30 AM
Subject: October 24, 2017 -Tree Hearing (264 Renfrew Street)

Mr. Lecuivre,

I am a resident of Renfrew Street in Arlington, MA. One of the reasons why this street is beautiful and livable is the tree canopy hovering over the streetscape. For this reason, I strongly object to the removal of the Norway Maple at 264 Renfrew St.

Re: Norway Maple at 264 Renfrew St., Arlington, MA

To: Town Tree Warden, Tim Lecuivre

My daughter and I are unable to attend the hearing on 10/24/17 at 10:00 am., but we both wanted to express our observations and opinions to you.

We are strongly opposed to the removal of the Norway Maple tree at 264 Renfrew St., Arlington. Looking closely at the tree, it appears to be pretty healthy and sturdy. It doesn't even seem to need any pruning. It also appears that in order to expand the driveway, the owners would probably need to apply for permits for the construction which may or may not be approved. There is limited space in the front of the property and it seems to be very close to the property line. It would be risky to assume permits would automatically be granted if the tree were removed. To sacrifice a tree for something so uncertain would be a tragedy.

Please do not let the owners remove this beautiful, healthy tree.

Thank you for taking the time to read this and hopefully you will decide to protect the tree.

Dr. Kerri Bourgeois
Sandi Bourgeois

sandibeach02474@yahoo.com

Tree Hearing 2017

Tim Lecuivre MCA

Arlington Tree Warden

Ms. Elisa MacDonald

264 Renfrew Street

Removal of 16" DBH Norway Maple "to expand driveway"

10/24/17

10:00am

51 Groove St. Lower Floor Meeting Room

Attendance: Ms. Elisa MacDonald

Time: 10:00-10:10

Ms. Elisa MacDonald would like to remove the Norway Maple, to expand the driveway. Not permitted to park on street.

Received letter from Sandi M. Bourgeois and Dr. Kerri Bourgeois objecting for the Norway Maple to be removed, they feel the tree is healthy and beautiful.

Received a anonymous letter from a resident on Renfrew Street objecting the removal. The tree provides canopy over the street.

Tree Hearing 2017

Name

Signature/ Date

Elisa MacDonald

Elisa MacDonald 10/24/17



Town of Arlington, Massachusetts

Norway Maple Removal @ 37 Beverly Road

Summary:

Rich and Kate Sands

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	Sands_e-mail_Beverly_Road.docx	Resident appeal to Board of Selectmen
▣ Reference Material	T._Lecuire_Summary_37_Beverly_Rd.pdf	T. Lecuire summary with reference

From: Rich Sands <rich.sands@gmail.com>
To: mkrepelka@town.arlington.ma.us
Cc: Tim Lecuivre <TLecuivre@town.arlington.ma.us>, Kate Sands <kate@mystview.com>
Date: 11/06/2017 10:55 AM
Subject: Request - Tree removal hearing appeal

Hi Marie,

We just had a hearing (Nov. 6, 10am at DPW) to discuss the removal of the street tree in front of our house at 37 Beverly Rd. in Arlington, as required by MGL Chapter 87. As there were two mailed-in objections, Tim Lecuivre, our tree warden, advised us that he could not grant permission for the removal, and that we would need to appeal this decision to the Arlington Board of Selectmen if we still wish to proceed. Accordingly, we're requesting an appeal hearing for the removal of this diseased and unsafe Norway Maple.

Mr. Lecuivre has all the pertinent details on the tree, its condition, its size, etc. We'd like to get on the Board's schedule at the earliest available upcoming meeting to discuss our request with the Board. Please let us know if you need more information, and how we can proceed.

Thanks very much,

Rich and Kate Sands
37 Beverly Rd.
Arlington, MA 02474

Rich's cell: 617-283-0027



TOWN OF ARLINGTON
Department of Public Works
Office of Tree Warden
51 Grove Street
Arlington, Massachusetts 02476
Office (781) 316-3114 Fax (781) 316-3109

November 8, 2017

Board of Selectmen

RE: Public Shade Tree Hearing: 37 Beverly Road

Dear Selectmen;

The following is a summary of events concerning the (23" DBH) Norway Maple Tree located in front of 37 Beverly Road.

Mr. Richard Sands, contacted my office to discuss the removal of the Norway Maple Tree in front of his home at 37 Beverly Road. He would like to remove the Norway Maple and replant a more desirable tree species. The tree is healthy and it is growing in the Public Right of Way, therefore a Public Tree Hearing is required under Massachusetts General Law Chapter 87.

The hearing was held on November 6, 2017 at 10:00am. There were no participants at the hearing other than Mr. and Mrs. Sands and I. I did receive two letters objecting for removal. One from Ms. Jo Anne Preston and another from Dr. Kerri Bourgeois and Sandi Bourgeois.

One of the many duties of a Tree Warden is to govern Public Shade Trees, and I take that responsibility extremely seriously. Norway Maples are on the invasive species list and are no longer permitted to be grown, sold, or planted in Massachusetts since January 1, 2009. Even though these trees are on the invasive species list they are still protected under M.G.L. Ch. 87. This particular tree can be placed on the pruning list. The tree can be pruned to increase health and safety, by removing deadwood from the canopy.

In conclusion, if the Board decides to grant permission for removal Mr. Sands will be responsible for all associated costs including; removal of tree, grinding of stump, and replacement of the Public Shade Tree. The replacement includes replanting trees equaling (23" DBH) in the general area or paying a fee, \$50 per inch (\$50X23") totaling \$1,150 to the 'Trees Please Fund' or a combination of both. This fund will be used to plant trees in the Town of Arlington.

Sincerely,

Timothy A. Lecuivre, MCA
Arlington Tree Warden
Department of Public Works
51 Grove Street
Arlington, MA 02476



TOWN OF ARLINGTON
Department of Public Works
Office of Tree Warden
51 Grove Street
Arlington, Massachusetts 02476
Office (781) 316-3114 Fax (781) 316-3109

TOWN CLERK'S OFFICE
2017 OCT 20 AM 8:50

RECEIVED

LEGAL NOTICE
TREE HEARING
Town of Arlington, MA
Natural Resources Division

In accordance with Chapter 87 of the Massachusetts General Laws, a public hearing will be held in the Conference Room at:

Place: 51 Grove Street, Lower Floor Meeting Room

Date: November 6, 2017

Time: 10:00 a.m.

The hearing is to consider the proposed removal of:

Norway Maple in front of 37 Beverly Road. (DBH 23") by request of owner, feels the tree is unsafe and unsightly.

The tree identified has been posted for public inspection. Interested parties are encouraged to attend. Any person objecting to the removal of this tree may attend the hearing or appeal in writing prior to the hearing. Letters should be addressed to:

Arlington Town Tree Warden, 51 Grove Street, Arlington, MA 02476

RICHARD SANDS

37 Beverly Rd., Arlington, MA 02474 | 617-283-0027 | rich.sands@gmail.com

October 3, 2017

Mr. Tim Lecuire
Arlington Tree Warden
Arlington Public Works Dept.
51 Grove St.
Arlington, MA 02476

Dear Mr. Lecuire

Thanks very much for returning my call regarding the Norway Maple in front of our home which we are proposing to remove, and replace. You were very helpful in explaining the street tree law in Massachusetts, and the hearing process by which my wife and I might gain permission to replace this unsafe, and unsightly tree with a new, healthy tree, thereby improving our neighborhood.

Accordingly, I'm enclosing the \$100 fee to advertise and hold a public tree hearing for the town to discuss our proposal. Based on our conversation and my availability, I would like to schedule this hearing for Monday November 6th at 10:00 am., as we discussed.

We understand that there is no guarantee that our proposal will be accepted without objection, and that permission will be granted only with no objections remaining after the hearing, but we're confident that given the condition of the existing tree and our desire to replant a much more attractive and healthy specimen, we stand a reasonable chance of success.

In the event we do not gain approval, we are grateful for your recommendation to prune deadwood from the existing maple, to reduce the danger posed to pedestrians in our neighborhood. Thanks again for your quick response, and looking forward to following this process to its conclusion.

Sincerely,

A handwritten signature in black ink, appearing to be 'W. S. Sands'.

Richard Sands

To: Town Tree Warden

RE: Street Tree at 37 Beverley Road

I object to the removal of the street tree at 37 Beverly Road. According to a national tree benefit calculator, a Norway Maple of 23" in this postal zone will intercept 2,511 gallons of storm water just this year alone. In addition, it will conserve 129 Killowatt hours of electricity for cooling and reduce consumption of oil or natural gas by 48 therms.

A large tree like this one will also absorb pollutants like ozone, nitrogen dioxide and sulfur dioxide through its leaves, release oxygen through photosynthesis, and lower air temperature. A young replacement tree will give little of these benefits. For instance, a 6" Maple (larger than replacement trees) would only intercept 336 gallons of storm water this year.

In this time of climate change, all residents of Arlington benefit from preserving our tree canopy. In addition with large tree canopy, studies show asphalt roads remain cooler and need to be replaced less often, a savings to all Arlington tax taxpayers.

I would like to suggest that, if the tree warden deems it advisable, the tree be recommended for pruning to prevent any falling limbs and increase its aesthetic appeal.

JoAnne Preston

42 Mystic Lake Drive

Arlington, MA 02474

Re: Norway Maple at 37 Beverly Road , Arlington, MA

To: Town Tree Warden, Tim Lecuivre

My daughter and I are unable to attend the hearing on 11/06/17 at 10:00 am, but we both wanted to express our observations and opinions to you.

We are strongly opposed to the removal of the Norway Maple tree at 37 Beverly Road, Arlington. Looking closely at the tree, it appears to be pretty healthy and sturdy. It does need some pruning, especially one large dead branch on the right side (as you are facing the house from the street) and a few smaller ones. Otherwise, the tree appears to be healthy and in pretty good shape. It may not be the prettiest tree we have ever seen, but it looks healthy and is a very sturdy shade-providing tree. A carefully executed pruning would definitely improve the appearance and health of the tree.

Please do not let the owners remove this shade providing, healthy tree.

Thank you for taking the time to read this and hopefully you will decide to protect the tree.

Dr. Kerri Bourgeois
Sandi Bourgeois

sandibeach02474@yahoo.com

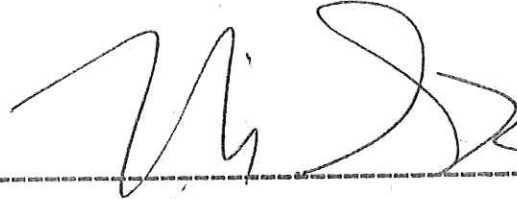
Try the new Yahoo Mail

Tree Hearing 2017

Name

Signature/ Date

Richard Sands



11/6/2017

Kate Sands

Kate Sands

11/6/2017

Tree Hearing 2017

Tim Lecuivre MCA

Arlington Tree Warden

Mr. Richard Sands

37 Beverly Road

Removal of 23" DBH Norway Maple "feels tree is not healthy and safe"

11/6/17

10:00am

51 Groove St. Lower Floor Meeting Room

Attendance: Mr. and Mrs. Sands

Time: 10:00-10:25

Mr. Sands would like to remove the Norway Maple. He feels the tree is not safe and unhealthy. He would like to replant with a tree that is sizable and fund 'Trees Please'.

Received letter from Sandi M. Bourgeois and Dr. Kerri Bourgeois objecting for the Norway Maple to be removed, they feel the tree can be pruned and it provides shade for the street.

Received letter from Ms. Jo Anne Preston objecting to remove the tree. She express's the benefits that this tree offers for the community.

The tree is not permitted to be removed at this time.



TOWN OF ARLINGTON

Department of Public Works
Office of Tree Warden
51 Grove Street
Arlington, Massachusetts 02476
Telephone (781) 316-3314

November 6, 2017

Mr. and Mrs. Sands
37 Beverly Road
Arlington, MA. 02476

RE: Notice of Denial for Tree Removal

Dear Mr. and Mrs. Sands,

Based on the letters I have received objecting to the removal and the health of the tree, your request to remove the Norway Maple measuring 23" (DBH) 'Diameter at Breast Height' at the property of 37 Beverly Road is denied.

- Shade Trees growing in the Public Right of Way are protected under Massachusetts General Laws Chapter 87
- Massachusetts General Laws Section 4; you may appeal the denial of removal to the Board of Selectmen

Sincerely,

Tim Lecuire MCA
Arlington Tree Warden



Town of Arlington, Massachusetts

Presentation: Arlington Center Safe Travel Project - Adjustments & Improvements

Summary:

Michael Rademacher, Director of Public Works

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Arlington_Center_Safe_Travel_Changes_11_20_17.pdf	Arl. Center Safe Travels
▢ Reference Material	TSIG-TSIG-01_(2).pdf	TSIG01
▢ Reference Material	TSIG-TSIG-02.pdf	TSIG02
▢ Reference Material	TSIG-TSIG-03_(3).pdf	TSIG03
▢ Reference Material	Ristuccia_In_Support_of_DPWs_November_Proposal.pdf	B. Ristuccia Letter of Support



PUBLIC WORKS DEPARTMENT
TOWN OF ARLINGTON

51 Grove Street, Arlington, Massachusetts 02476
Phone: (781) 316-3104 Fax: (781) 316-3281

Memo to: Adam Chapdelaine
From: Mike Rademacher
Date: November 9, 2017
Subject: Center Signal Proposed Improvements

The project to improve traffic and pedestrian operations in the center of Town has been substantially complete for several months now. While significant improvements were realized, several areas of further improvement have been identified by Town officials, advocacy groups and interested citizens. As a result, DPW is proposing some changes to the intersections of Mass/Mystic/Pleasant and Mass/Swan.

In general we propose the following:

At Mass/Mystic/Pleasant, include adding bicycle signal heads to the southbound and eastbound approaches, additional pavement markings to direct bicycle traffic, make bicycle traffic signal actuation concurrent with vehicle signal actuation, and swap the locations of some signal heads to help clarify operations.

Changes to Swan Place will be more significant in that we will be changing the Pedestrian Hybrid Beacon to a full traffic control system. Fortunately the majority of the equipment will be re-used for this transition.

Many of the proposed changes are based on the Town's own observations as well as observations made by residents and interested parties. Comments received are included at the end of this memo. General responses to comments received follow:

1 – Swan Place Pedestrian Hybrid Beacon concerns.

There have been a lot of comments/concerns raised with regard to this new signal system. After evaluating its operation, the Town has decided to change the system to a conventional traffic signal system. It will include automatic detection for vehicles and cyclists and push button activation for pedestrians. It will be coordinated with the timing at Mass/Mystic/Pleasant. To accomplish this coordination, which is considered vital for traffic operations, the pedestrian phase of this intersection (when called for) will run concurrent with the vehicle phase. This is essentially how it operates today. Due to the extremely light traffic on Swan Place we do not believe this concurrent phasing will be an issue but suggest the following to help the operation. Right turns on red will be allowed so as to minimize those movements when the light turns green. Pedestrians will also be given an advance start so they are not stepping off the curb the same time as a potential right turning vehicle. Because the Swan St. cycle will run concurrent with the through green movement on Pleasant and Mystic, there is not enough time in the cycle to allow for an exclusive pedestrian phase.

2 – Changes to the phasing which would allow pedestrian cycles to come on automatically.

The current phasing was designed with pedestrian activated cycles. This was done to help optimize the signal cycle and create a system responsive to pedestrian interaction. It is also consistent with other signals in Town. It should be noted that the funds received to construct this project were to be used to reduce traffic congestion in addition to making improvements for pedestrians and cyclists. If we were to roll back some of the improvements made to reduce congestion, we would not be following the intent of the original funding.

3 – Confusion for westbound right turn movements onto Mystic.

When the new signal system was activated, it was observed that some vehicles turning right onto Mystic Street were potentially confusing the green cyclist signal indication for a green right turn indication. Improvements have already been made to rectify this. The vehicle right turn indicator was relocated to better align with the right turn lane. Additionally, the green bicycle signal lens was fitted with a louver so that it would be less visible to vehicles in the right turn lane. Since these changes, the traffic appears to be in better compliance with proper signal operation.

4 – Potential conflicts for cyclist traveling from Uncle Sam (US) Park with Mystic Street left movements.

It has been observed that a potential conflict exists for cyclists traveling through the Mass Ave intersection with left turn vehicle movements from Mystic Street. The potential for this conflict is real due to signaling efficiencies designed into the new intersection phasing. If the system does not detect left turns from Pleasant Street, it will allow Mystic Street through movements to begin. This has the potential to greatly reduce the queue length on Mystic Street.

The intersection was designed as a two stage crossing for cyclists from US Park traveling east. While convenient for some to take the left with left turning vehicles, it requires the crossing of two other lanes of traffic which would be a moving violation.

The design group does not recommend eliminating this from the current phasing as the benefits to the operation of the intersection is significant and the left turning movement by cyclists from the park is a traffic violation. Further evaluation of this situation may be warranted in an effort to educate users of this condition.

5 – Observation on the sporadic cycle of right turns from Mass Ave to Pleasant St.

This vehicle movement, as well as all others, will be reviewed and corrected as needed to ensure proper operation. It is possible the vehicle detection equipment needs to be adjusted to ensure it identifies vehicles waiting to turn right.

6 – Additional sharrows between swan and pond are requested.

Additional sharrows will be installed between Swan Place and Pond Lane. A sharrow will also be placed at the transition from bike lane to shared lane in the vicinity of Swan Place. This work and all other pavement markings will likely need to be installed next spring when temperatures rise.

7 - Walk buttons at US Park not working properly.

Early after the new signals were active it was observed by several users that the pedestrian push buttons may not be working accurately/consistently. Since that time, the operations of these buttons has been adjusted and are now believed to be functioning properly.

8 - No bikes on sidewalk signs requested.

It has been suggested that “No Bikes on Sidewalk” signs be installed in the project area. The design team suggests that other improvements being made will better direct cyclists and help keep them off the sidewalk. We recommend evaluating this request at a later time after the improvements are made.

9- Replace green ball signals with straight arrows.

The design team does not recommend this change at this time. With the re-alignment of the signal heads to better align with lanes, we believe the movements and corresponding signals indications are more obvious. This recommendation can be re-evaluated in the future if problems persist.

10 – Directional pavement marking arrows requested in bike lanes at US park for clarification.

Pavement markings in the form of arrows are proposed in the bike lanes adjacent to US Park for clarification on which way cyclists should travel. In addition, it is proposed that the bike lane from US Park to the bike box be painted green.

11- Bike box requested in front of westbound right turn lane on Mass Ave.

The design team does not recommend installing a bike box at this location. Placing a bike box in front of the right turn lane has the potential of placing cyclists in front of a conflicting vehicle movement. Although the straight movement will clear cyclist from the area prior to the right turn phase, there is the potential that cyclists not making it through the signal on the straight movement could queue up in the bike box prior to the right turn movement causing a conflict.

We recommend that if a bike box continues to be desired at this location after the other improvements are constructed, that consideration be given to swapping the right turn lane and the bike lane so that a bike box can be installed ahead of the through lanes similar to the eastbound approach.

12- Stop sign to be removed at bike path and Mystic Street.

This stop sign can be removed. It may be advantageous to replace it with a right directional chevron.

13- Pedestrian signal to come on automatically for cyclists to get to bike box from US Park

For reasons stated earlier, the Design team does not recommend having the pedestrian signal come on automatically. We do propose installing a bicycle signal head across Mass Ave at this location to control bicycle traffic to the bike box.

14- Signal heads should be aligned better with traffic lanes

Work has already been completed to better align the signal heads

15 – Overall review of signal system operation

The timing of the current signal system was developed to maximize (to the greatest extent possible) efficiency for all modes of transportation at the intersection. This has led to push button pedestrian activation and concurrent vehicle movements when allowable. While this has created some unfamiliarity with the signal, it strives to create the most efficient use of the total time allow for a complete signal cycle.

Vehicle speed limits through the intersection have been set at 30 MPH based on speed regulations developed by previous speed studies and cannot be arbitrarily reduced.

To: Wayne Chouinard, P.E., Town Engineer, Arlington DPW

From: Scott Smith, ABAC

Re: Arlington Center Safe Travel Project

TOWN RESPONSE

Number adjacent to each comment indicates corresponding response in memo to Town Manager dated Nov. 9, 2017.

19 October 2017

CC: Mike Radamacher PE (DPW Director), Laura Wiener (Town Planner), Adam Chapdelaine (Town Manager), Howard Muise (Chair, Transportation Advisory Committee), Chris Tonkin (Chair, Bicycle Advisory Committee)

Summary

Earlier this summer, ABAC established a working group to observe behavior in Arlington Center and to make recommendations. These recommendations were endorsed by ABAC at its meeting on September 12. The recommendations are briefly stated below, with some of them further elaborated on pages 2-5. They have much in common with recommendations previously made by DPW and by East Arlington Livable Streets.

We believe that safety and efficiency go hand-in-hand. If there is a “safe” design that imposes excessive delay, then people will find alternatives, thus negating the safety benefit.

General recommendations:

1. At Swan Place, and on the east side of the Mass / Rt 60 intersection, add signs reading: “State Law: no riding on sidewalks in business districts” **8**
2. At Mass Ave / Route 60, replace all Green ball signals with arrow signals. **9**
3. Revisit signal timing, phasing and coordination, with the following objectives:
 - a. Efficient movement of traffic on Mass Ave and on Route 60 **15**
 - b. Efficient movement of westbound bikes from Swan Place to Uncle Sam Park **15**
 - c. Reducing the likelihood of motorists blocking the Swan Place intersection. **15**
 - d. Design speed of 25, rather than 30 mph **15**
4. Convert the pedestrian hybrid beacon at Swan Place to a regular traffic signal, with reliable bicycle detection. It is essential that the coordination plan be working before such a conversion takes place, as a regular traffic signal is more restrictive to drivers on Mass Ave. than the existing pedestrian hybrid beacon. **1**
5. During peak periods (when coordination is in effect), the pedestrian signals at Mass Ave and Route 60 should come on automatically. **2**

Recommendations affecting westbound bicycle traffic:

1. If the Pedestrian Hybrid Beacon is retained, ensure that the video detection of bicycles is working at the Pedestrian Hybrid Beacon **1**
2. Arrows in the westbound bike lane on Mass Ave, to discourage wrong-way eastbound riding **10**
3. Green bike box on Mass Ave westbound, in front of the right turn lane...needed to facilitate through movement on Mass Ave. **11**

Recommendations affecting eastbound bicycle traffic:

1. Remove superfluous stop sign at the bike path and Mystic Street (before the curve to the right) **12**
2. The pedestrian signal to cross Mass Ave should come on automatically, to encourage correct use of the bike box for eastbound cyclists. The countdown provides a cue for time remaining. **13**

3. Bicycle Wrong Way sign at the east corner of Mass / Mystic (Jefferson Cutter park) **10**
4. Sign and arrows in the southbound bike lane leading to the bike box, to encourage its use. Furthermore, having the pedestrian countdown signal come on automatically will give slower cyclists additional information as to whether they can safely cross to the bike box. **10,13**
5. Consider how to either safely accommodate, or provide safe alternatives to the diagonal left turn that many cyclists continue to use, particularly during the AM peak period. **4**
6. Shared lane markings and bicycle may use full lane signs, on Mass Ave eastbound near Swan Place, to facilitate eastbound movement by through bicyclists on Mass Ave **6**

Details

General recommendations:

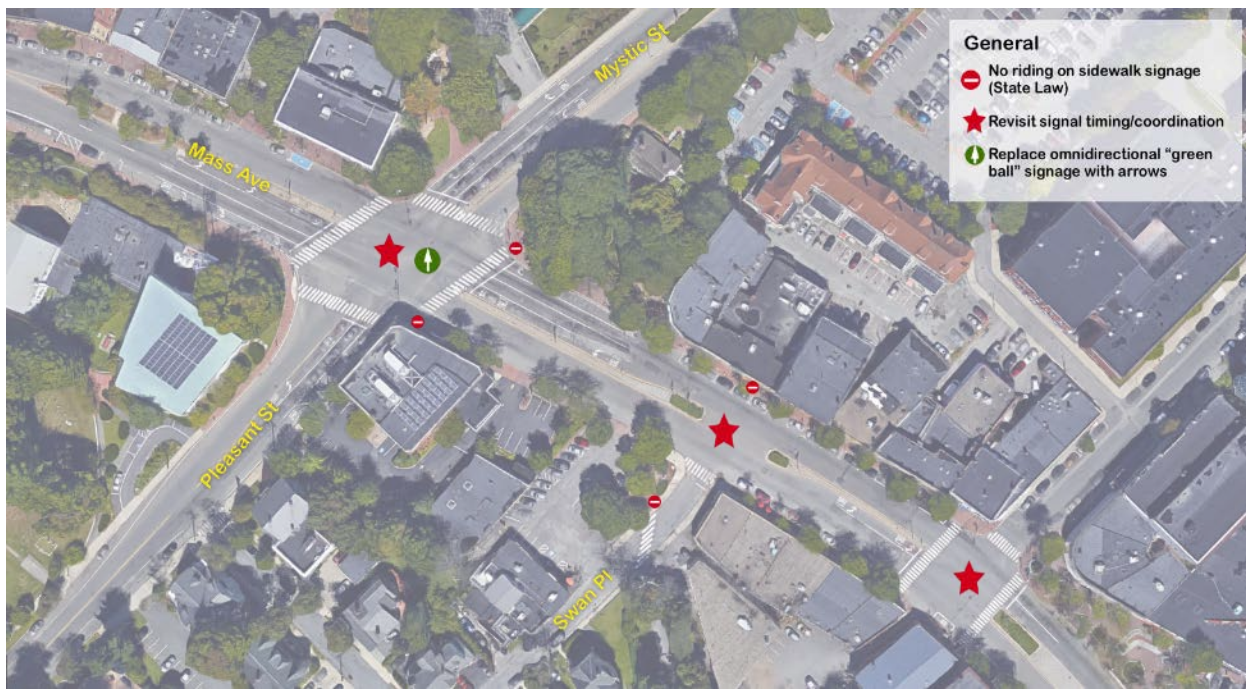


Figure 1 General Recommendations

1. No sidewalk riding signs. We noticed that a substantial number of eastbound cyclists, confused by the traffic signals, would ride across Mystic Street (against traffic on Mass Ave), and then continue either the wrong way in the bike lane, or on the sidewalk in front of the Jefferson Cutter House. This location, and a few others, would benefit from "no sidewalk riding signs"
2. Replace the green ball signal indications at Mass / Route 60 with green straight-ahead arrow indications. Motorists expect that a green ball signal indicates that turning movements are permitted. Section 4D.05 Application of Steady Signal Indications, in MUTCD states that "A steady CIRCULAR GREEN signal indication shall be displayed only when it is intended to permit traffic to proceed in any direction that is lawful and practical."
3. Revisit signal timing, phasing and coordination , with the following objectives
 - a. Efficient movement of traffic on Mass Ave and on Route 60

- b. Efficient movement of westbound bikes from Swan Place to Uncle Sam Park
- c. Reducing the likelihood of motorists blocking the Swan Place intersection.
- d. Design speed of 25, rather than 30 mph

If the hybrid beacon is to be replaced with a regular signal, it is critical that the coordination be working well.

4. Convert Pedestrian Hybrid Beacon to regular signal. We understand that the town is already planning to do this conversion. Delay for cyclists and pedestrians exiting from Swan Place should be minimized, otherwise there will be significant non-compliance. Today, we are seeing significant non-compliance by pedestrians with the Walk/Don't Walk signal at the existing pedestrian hybrid beacon.
5. Automatic pedestrian signals. During peak hours times when coordination is in effect, having the pedestrian signals actuate automatically will result in no added traffic delay, and offers the following advantages:
 - a. This is a concurrent pedestrian signal, where it is normal for the walk signal to come on automatically. It is a more pedestrian-friendly design.
 - b. Eastbound path users are not finding the correct pushbutton. They then become frustrated with the delay, and cross using the first path that appears, sometimes ending up on the wrong side of Mass Ave.
 - c. It will make it easier for eastbound cyclists to reach the bike box. The countdown will inform slower cyclists (e.g., families with children), whether it is safe to cross Mass Ave to reach the bike box.

Recommendations affecting westbound bicycle traffic:



Figure 2 Recommendations affecting westbound bicycle traffic

1. If the pedestrian hybrid beacon is retained, ensure that the video detection of bicycles is working.
2. Arrows in the westbound bike lane on Mass Ave, to discourage wrong-way eastbound riding. These arrows should extend at least as far as the median island on Mystic Street.
3. Green bike box on Mass Ave westbound, in front of the right turn lane is needed to facilitate through movement on Mass Ave. It will also discourage right turns during the through signal.

Recommendations affecting eastbound bicycle traffic:

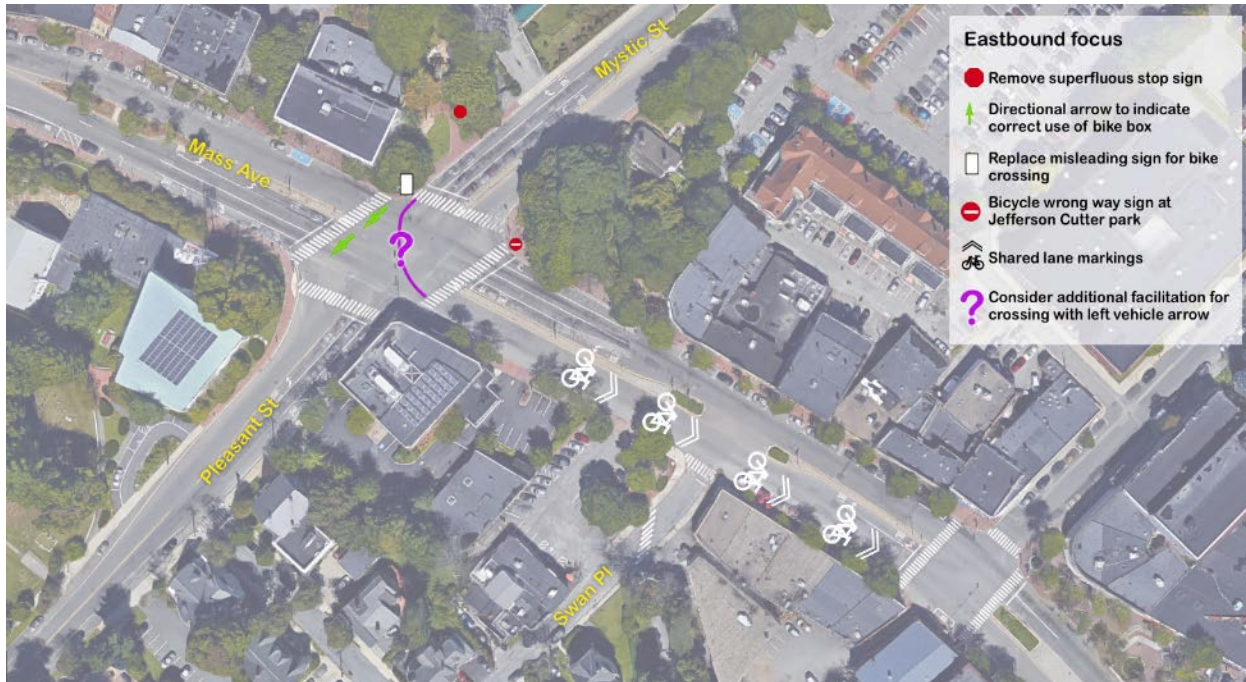


Figure 3 Recommendations affecting eastbound bicycle traffic

1. Remove superfluous stop sign at the bike path and Mystic Street (before the curve to the right). This sign is a remnant from the old path.
2. As stated earlier, the pedestrian signal to cross Mass Ave should come on automatically, to encourage correct use of the bike box for eastbound cyclists. The countdown provides a cue for time remaining.
3. Bicycle Wrong Way sign at the east corner of Mass / Mystic (Jefferson Cutter park)
4. Sign and arrows in the southbound bike lane leading to the bike box, to encourage its use. (Figure 4) Furthermore, having the pedestrian countdown signal come on automatically will give slower cyclists additional information as to whether they can safely cross to the bike box.



Figure 4 Existing sign (left), and improved sign (right)

5. Consider how to either safely accommodate, or provide safe alternatives to the diagonal left turn that many cyclists continue to use, particularly during the AM peak period. The eastbound bike box on Mass

Ave is not large enough to accommodate the 6-12 cyclists who will travel eastbound on each signal cycle during the AM peak period. Options include the following:

- a. Accommodate the diagonal left turn via a bike signal at the corner by Cambridge Savings Bank. Advantages: matches what most users during the AM peak are continuing to do; minimizes bicycle-motor vehicle conflicts for cyclists continuing east on Mass Ave. Disadvantage: May be confusing to first-time path users
 - b. Place a small bike box in front of the left turn lane at Mystic Street. Advantage: low cost, and matches what some users are now doing
 - c. Improve the functioning of the bike box on Mass Ave eastbound (see previous recommendation). Advantage: matches the current design. Disadvantages: considerably more bicycle-motor vehicle conflicts (two lanes of traffic) for cyclists continuing east on Mass Ave; some added delay for cyclists; bike box and bike lane may not have sufficient capacity if all cyclists start using it during the AM peak. For this reason, we believe both 5(b) and 5(c) should be implemented as a short term fix.
6. Shared lane markings and bicycle may use full lane signs, on Mass Ave eastbound near Swan Place, to facilitate eastbound movement by through bicyclists on Mass Ave. The current eastbound bike lane abruptly ends in the back of a parked car. Many cyclists are continuing straight on Mass Ave, and given the width of the travel lane and the curve to the right that reduces visibility, must occupy the travel lane in order to negotiate this segment safely.

To: Wayne Chouinard, P.E., Town Engineer
Arlington DPW

From: Phil Goff and Chad Gibson, co-chairs
East Arlington Livable Streets (EALS) Coalition

Re: Signal operations after the completion of the Arlington Center Minuteman Crossing project

Date: August 10, 2017

CC: Mike Radamacher PE (DPW Director), Laura Wiener (Town Planner), Adam Chapdelaine (Town Manager), Jeff Maxtutis (Chair, Transportation Advisory Committee), Chris Tonkin (Chair, Bicycle Advisory Committee)

TOWN RESPONSE

Number adjacent to each comment indicates corresponding response in memo to Town Manager dated Nov. 9, 2017

Dear Wayne:

As you likely know, the importance of the Minuteman Bikeway on the fabric of our community cannot be overestimated. It is an asset that many new-comers cite as a reason they moved to East Arlington (and other parts of Town). The Minuteman connects us to Alewife Station, Arlington Center and the Heights. It's heavily used for commuting, for recreation and for everyday trips. For Arlington, it is as critical a piece of transportation infrastructure as Route 2 or Mass Ave. It is used by a wide cross-section of people throughout the region, including many inexperienced bicyclists, such as teenagers, the elderly and families with young children in tow.

Because of this, the design of the bikeway—including the intersections—needs to be of highest quality and emphasize connectivity and safety for walkers, bicyclists, runners and for those with disabilities. Creating an accessible and safe environment through both the Mass Ave/Route 60 and Swan Place intersections should match that of the rest of the Minuteman. It is in that spirit, in which we offer the following observations about the problems with the current intersection design and suggestions for improvement.

Minuteman Path intersection with Route 60

Based on observations in the field, personal comments from individuals and from on-line sources such as the Arlington List, it is clear that some elements of the intersection redesign that do not function well. The current configuration creates confusion and frustration for many path users (primarily bicyclists), which ultimately could lead to a potential dangerous situation.

The design of the signal cycle and some of the physical infrastructure that supports the intersection are the primary problems. Prior to the redesign, while the intersection did not work well for bicyclists spatially—e.g. no

dedicated space for bikes—it functioned quite well temporally. There was an elegant simplicity to the former signal cycle that was easy to understand. Thru vehicles, bicycles and pedestrians traveled east-west in both directions, followed by turning motor vehicles only. Then, thru vehicles, bicycles and pedestrians traveled north-south in both directions, following by turning motor vehicles only. That was it. Completely predictable for motorists, bicyclists and pedestrians. The simplicity and predictability has been removed from the current signal cycle which we believe contributes to some of the various problems at the intersection.

Eastbound Bike Traffic

Currently, when eastbound bicyclists on the Minuteman Path reach the Rt. 60/Mass Ave intersection, it is unclear what is the best/recommended way to cross the intersection to continue towards Alewife. Depending on whether the walk signal is on, some will cross Mass Ave and wait in the green bike box. Others will cross Mystic Street in the crosswalk and wait to cross Mass Ave in the crosswalk. Some cross Mystic Street and continue traveling on Mass Ave in the bike lane going the wrong way towards Swan Place. Some even ride on the sidewalk to Swan Place. Because the walk signal is currently actuated, some bicyclists and pedestrians have been observed waiting through two or more cycles not realizing that they are required to press the button to call the walk signal. Because right turning traffic is held with a red arrow, there is very little benefit or logic to including an actuated walk signal.

At the northwest corner of the Minuteman/Rt. 60 intersection, we recommend the following changes to improve eastbound bike traffic (with the secondary benefit for pedestrians as well).

- Consider replacing the current signal cycle with what existed prior to the redesign. As noted above, this improves predictability for bicyclists, pedestrians and even motorists. **15**
- Make all walk signals concurrent with thru traffic without the need for manual actuation **2**
- Add signage with pictorial maps suggesting the recommended route for bicyclists (i.e. cross Mass Ave with the walk signal and wait in the green bike box) **10,13**
- Stripe westbound directional arrows in the dashed bike lane markings that cross Mystic Street and southbound directional arrows for the Mass Ave crossing. **10**
- Include a “Bicyclists Wrong Way” sign (MUTCD, X-R5-1b) in the northeast corner of the intersection, facing west to discourage bicyclists from crossing Mystic Street (unless they walk) **10**

Westbound Bike Traffic

Luckily, westbound bicycle traffic on the Minuteman Path does not face the multitude of choices to cross the Rt. 60/Mass Ave intersection. The crossing is well designed and intuitive, and a sense of separation between pedestrians and bicyclists has been made with the addition of the dashed bicycle lane and the bicycle signal. The biggest problem that exists is the increased number of motorists who make a right turn in contradiction to the red right turn signal that lies overhead. Compliance with the right turn restriction is far lower than it was prior to the redesign due to:

- Placement of the right turn signal heads which are not in alignment with the right turn lane, making them hard to see (this is exacerbated in the spring/summer evening commute hours when the blinding sun is directly behind the right turn signal)

- The signal heads for thru traffic display green balls rather than straight arrows, implying motorists are allowed to make turning movements in addition to thru movement
- Because the left turn phase is frequently concurrent with the thru traffic and pedestrian/bicycle traffic, motorists in the right turn lane watch ALL others begin their crossing movement. Psychologically, we believe this contributes to the desire for right turning motorists to begin their turn along with everyone else. This of course, creates direct conflicts with crossing pedestrians and bicycle traffic heading to the Minuteman Path. To watch this conflict in action, please take a look at the roughly 3:00 mark in this video by Brian Ristuccia which clearly shows motorists taking illegal right turns in front of bicyclists and pedestrians: <https://www.youtube.com/watch?v=JPTuuEf38bl>

We recommend the following improvements to mitigate or even eliminate the right turn conflict that has gotten worse since the redesign. They include:

- Consider replacing the current signal cycle with what existed prior to the redesign. This will reduce the desire for motorists to feel the need to make a right turn when all other movements occur at the same time (i.e., previously, both left and right turns were held with a red arrow as thru traffic, bikes and pedestrians crossed Pleasant/Mystic Street). **15**
- Relocate the right turn signal heads further north on the mast arm, aligned more directly with the right turn lane. **3**
- Add an illuminated “no right turn” sign that will be actuated when the adjacent bicycle signal and walk sign are engaged. **3**
- Add a straight arrow lens on to the signals that currently display a green ball. **9**
- Incorporate a green bike box at the head of the right turn lane (see image at right), which will: **11**
 - provide more queueing space for westbound cyclists waiting for the green bike signal;
 - further discourage illegal right turns on the red arrow due to the increased awareness of bicyclists created by the green bike box and;
 - provide a safe waiting space for thru-bicyclists wishing to stay on Mass Ave rather than cross towards the Minuteman Path



Example of a green bike box at the head of a right turn lane in Portland OR

Minuteman Path intersection at Swan Place

In general, there are many things to like about the redesign of the intersection of Mass Ave and Swan Place. The inclusion of the new crosswalk and the curving green bike lane have improved pedestrian and bicycle mobility, especially for westbound bicyclists. However, we have some concerns about the inclusion of the pedestrian hybrid beacon (HAWK signal) at this location.

The HAWK itself creates ambiguity for westbound bicyclists wishing to turn left on to Mass Ave from Swan Place. As legal vehicles, they are allowed to take that left turn after stopping. Despite that, many prefer (for good

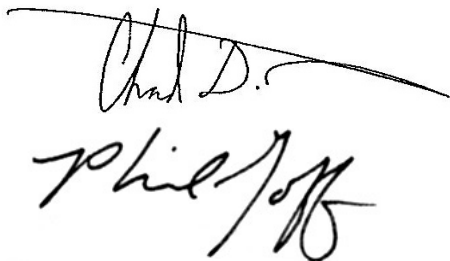
reason) to take advantage of the adjacent HAWK signal. Many are not waiting for the HAWK to engage, after they have pressed the button, or have been automatically detected. Some will wait for a gap in traffic and turn left when it is safe. By the time the HAWK signal cycle engages, there can sometimes be no one making the crossing, frustrating motorists. When motorists pass through the intersection as the HAWK is flashing red, bicyclists continue to approach the intersection from Swan Place. Some motorists treat the flashing red more like a flashing yellow and do not stop unless they see a pedestrian in the crosswalk. Bicyclists can approach more quickly and be missed by the motorists. From the cyclist point of view, they may appear to have a handful of seconds to cross Mass Ave and therefore proceed, sometimes “at speed”. Motorists treating a flashing red like a flashing yellow and bicyclists seeing a handful of seconds left on the pedestrian count-down timing in not a good combination.

Luckily, there have been no significant collisions involving pedestrians or bicyclists, but we feel there is a significant probability this may happen. As such, we recommend a close monitoring of conditions at the intersections and leave open to possibility of replacing the HAWK signal with a standard traffic signal that will make intersection movements more predictable for all users. It is our understanding that such an alteration is feasible with the existing equipment and primarily involves switching the signal heads and reprogramming the signal phasing. Typically, HAWK signals are most appropriate at trail crossings within long blocks, not within an urban network of multiple signals within a short distance. We believe that the Swan Place/Mass Ave intersection is destined to have a full traffic signal for the benefit of pedestrian and bicyclist safety. **1**

One final issue with the Mass Ave/Swan intersection is the termination of the eastbound bike lane. For thru bicyclists on Mass Ave, the dropped bike lane leads them directly into the back of a parked vehicle. Although comments were made about this during the 25% design hearing, very little was included in the redesign to ease the transition from bike lane to shared lane for eastbound bicyclists. We recommend that additional SLM's be placed on the approach to Swan Place, through the intersection and in the block immediately east to further alert motorists that bicyclists will be within the travel lane on Mass Ave, beyond Swan Place. **6**

In conclusion, East Arlington Livable Streets would like to commend the Town of Arlington (and MassDOT) for improving the Minuteman Path crossing in Arlington Center. With the modest changes outlined above, we feel the crossing would be an even better one for walkers, runners, bicyclists and motorists.

Thank you,

The image shows two handwritten signatures. The first signature is "Chad D." followed by a long, sweeping horizontal line. The second signature is "Phil Goff" written in a cursive, stylized script.

Chad Gibson and Phil Goff
Co-Chairs, East Arlington Livable Streets (EALS) Coalition

TOWN RESPONSE

Number adjacent to each comment indicates corresponding response in memo to Town Manager dated Nov. 9, 2017

Additional Comments & Input for the Center Project

CARL WAGNER COMMENTS

Dear Wayne: I'm writing to express my concern about the way that the on demand crossing light at Swan Place works. Thank you for the time on the phone just now, when you mentioned you are considering how to improve the current situation.

At a minimum, I hope that someone would take a look at the lights at rush hour on a weekday to see the operation. The primary issue is that once a bike or finger-press triggers the on demand above head traffic light, the double red flashing "railroad crossing" lights are not understood or obeyed by motorists and the pedestrian/bicycles crossing the road are put in harm's way. The 'walk' light remains 'white' while automobile traffic begins to move through the intersection, after a few seconds of the solid red light. Someone is going to get hurt or badly frightened here soon.

I suggest you get rid of the confusing flashing red and simply make the automobile traffic wait at red until the walk light cycle is complete. It is terribly important to use standard, easy to understand lights and signals. Doing so will also improve the flow during the 'green' or 'orange' phase of the lights for the cars. **1**

Other less critical, but still helpful fixes:

- A standard green-yellow-red light for bicycles and cars coming out of Swan Place would encourage bicycle operators to wait at the traffic line for the appropriate crossing time. The cars exiting Swan Place will benefit greatly, in addition to 'holding' the bicyclists until the right time. **1**
- A small sign indicating that bicyclists need not press the demand button would help. The sign might explain that the light is timed with the traffic lights on Mass Ave.
- Pleasant/Mass Ave: The green-yellow-red 'bicycle-shaped light near the Uncle Sam statue is easily confused by motorists to be a "right turn is okay now" light. Bicyclists know to move with the car traffic. Please remove this unneeded bicycle-shaped signal because it's redundant and leads to motorist confusion. You could stick this light on the bike path down at Lake Street combined with a standard green-yellow-red for the cars instead. **3**

Thanks for reading my comments. I appreciate the new crossing at Swan Place, as a pedestrian and bicyclist but, as a driver, am concerned about the current flow and safety.

Regards,
Carl Wagner
Edgehill Road
Precinct 11 Town Meeting

TOWN RESPONSE

Number adjacent to each comment indicates corresponding response in memo to Town Manager dated Nov. 9, 2017

PHIL GOFF COMMENTS

-----Original Message-----

From: Philip Goff

To: Adam Chapdelaine

Cc: "scottsmith@alum.mit.edu" , Wayne Chouinard

Date: Thu, 19 Oct 2017 18:27:23 +0000

Subject: Re: ABAC recommendations for the Arlington Center project, and a request for an update

thanks Adam, that sounds encouraging.

If I can suggest a low-cost amendment to whatever the Town has scoped for VHB, I hope you will consider it.

Tuesday morning on his way to school, my 15 year old son was side-swiped by a car near the Mass ave/Medford St intersection (next to Chilly Cow). He went down pretty hard, hit his face/head but luckily his worst injury was two lost teeth and a handful of stitches (plus scratches and bruises). EMT and police were quick to arrive and of course were very helpful. Clearly the crash could have been worse, so we're all thankful that we only have some future dental work to deal with.

The portion of Mass Ave where the crash occurred is the 3-4 block stretch between the East Arlington bike lanes and the new Minuteman Crossing project. The latter included only a single sharrow in each direction just east of the Swan Place intersection. Although I am under no illusion that placement of additional sharrows would have prevented the accident, I believe that anything on the road (along with signage) that reminds motorists to look for bicyclists would be a good thing. In both the Mass Ave Corridor plan in East Arlington and during the Minuteman Crossing project process, EALS (and perhaps ABAC?) emphasized the need to include sharrows in the few-block gap between the bike lanes in our testimony. Adding continuous sharrows would be a relatively low-cost approach to at least provide some enhanced comfort and safety for bicyclists in the interim until Mass Ave is fully reconstructed w/ bike lanes through Arlington Center per VHB's design. **6**

Since some modest amount of funding will be sought to help "fix" the problems with the Minuteman Crossing at Mass Ave, perhaps this is the ideal opportunity to add the few dozen sharrows to the project and make Arlington Center safer for bicyclists?

thanks so much for your consideration.

-Phil

TOWN RESPONSE

Number adjacent to each comment indicates
corresponding response in memo to Town
Manager dated Nov. 9, 2017

BRIAN RISTUCCIA COMMENTS

On 06/30/2017 01:33 PM, Brian Ristuccia wrote:

> ... I was pleased to see some progress towards making that route more attractive with the new push button. I'll be away next week, but I look forward to seeing the results when I return.

So it looks like the new walk button doesn't call the walk signal for crossing Mass Ave Northwest -> Southwest. I think it might be calling the east/west crosswalk instead.

Last Friday I made one last trip through the center for tacos before departing on my trip and noticed something was funny with the new button. If you watch in slow motion you'll see that despite the walk sign being on, I was able to make a second call and the button's APS speaker started playing the wait sound. Yesterday I pressed the button and waited several minutes with no walk signal. This morning the button's confirmation light was on, then went dark before we received the walk light. **7**

You can see last Friday's weirdness at <https://youtu.be/wniB3lXHgco?t=131>

This morning's ride is at <https://youtu.be/SAec51v1qDM?t=690>

You'll have to play in HD and look very closely, but in this morning's video you can see the confirmation light on the new push button light up right at the 11:37 mark. Nobody was standing near the buttons for Northwest/Sothwest crosswalk, so I'm pretty sure it was due to someone pressing the button for Mystic/Pleasant.

Trouble with the push button and walk signal has been leading lots of people to make the riskier diagonal movement. During yesterday's long wait for the walk signal to the bike box, almost everyone used that method. Towards the end of my wait, a neighbor rolled up and we chatted about the left turn signal problem and long delay for the walk signal. After a few minutes she gave up on waiting and rode into the intersection on the green arrow, only to have something fall out of her bike bag. While she was retrieving it, straight traffic got the green light and she had to jump back on the curb with me!

-Brian

TOWN RESPONSE

Number adjacent to each comment indicates
corresponding response in memo to Town
Manager dated Nov. 9, 2017

BRIAN RISTUCCIA COMMENTS

On 10/25/2017, Brian Ristuccia wrote:

Wayne,

I'm reaching out to find out if there's still anything left in the pipeline for Arlington Center. It's my concern that the project has "wrapped up" with some sore spots still unresolved.

I continue to hear anecdotes about the straight traffic getting green while people are riding diagonally from Uncle Sam plaza into the eastbound bike lane, although I haven't seen it myself lately. Is there any plan to change the phasing to resolve this conflict and make the very popular diagonal movement safer? **4**

Has there been any progress towards getting the north/south pedestrian crossing to be automatic, at least during times when north/south vehicular traffic is heavy enough to avoid "wasted green"? Although the new button is in a better place, the presence of large numbers of cyclists queued for the diagonal movement means it's often difficult to reach in time after they roll out. **2**

While I don't have any constructive suggestions for improving the situation with the pedestrian hybrid beacon at Swan Place, both my personal feeling and popular sentiment are that it's still not quite right. Is anything in the works here? **1**

-Brian

TOWN RESPONSE

Number adjacent to each comment indicates corresponding response in memo to Town Manager dated Nov. 9, 2017

-----Original Message-----

From: Karin Turer

To: Adam Chapdelaine

Date: Mon, 28 Aug 2017 23:05:20 -0400

Subject: Re: Supremely unsafe Arlington Center

Hi Adam,

Thank you so much for sharing this document with me! I am impressed to see how open your crew is to changing things, especially adding the straight-through arrows to the westbound Mass Ave, adding the extra “green space” to westbound Mass Ave (which is needed anyway, sometimes there’s up to 13 bikes waiting there - my son likes to play on the old train tracks so I’ve had ample opportunity to see this), and **especially in changing the HAWK to a real light.**

Today I actually ended up doing three bicycle round trips and one car round trip from the Heights to Alewife or Arlington Center, so I saw the main intersection 6 times by bike and an additional 2 by car! The main things I noticed:

- Saw about 7-8 people waiting at NW (Uncle Sam) corner of crossing today and no one had actually pressed the walk button. **13**
- The HAWK signal is completely inscrutable - neither time I used it today made any sense whatsoever. (the third bike trip was from Playtime to the Heights with my son, so I didn’t use it) Someone will get seriously hurt mistaking the the countdown signal for permission to proceed with no cross traffic. I urge you to consider a solution quickly - maybe removing the countdown, since it seems to serve no purpose? Going back to a simple Walk/Don’t Walk seems to make more sense if you have to keep the HAWK. Though I love the idea of something that will make more sense to the average user. **1**
- The traffic pattern going southbound from Mystic towards Pleasant seems to have changed again. I thought there was a recent period with simultaneous straight/left turning traffic - which was horrible from a cycling perspective - but thankfully it seems to have switched back to the left/straight/right order, which is much better. I have little faith that an inexperienced cyclist or an infrequent/weekend Minuteman user will either know how to proceed to the bike box nor feel comfortable doing so. I think the green paint guidelines are worth a shot to see if they help. **4**

Like EALS, I really appreciate the Town’s efforts to be a leader in treating path users as equal street users! I think there’s always going to be growing pains especially as the town is an early adopter of some of these practices. And I appreciate your helpful nature and transparency!

Best regards and thanks again,
Karin Turer

TOWN RESPONSE

Number adjacent to each comment indicates
corresponding response in memo to Town
Manager dated Nov. 9, 2017

-----Original Message-----

From: Edmund _____
To: achapdelaine@town.arlington.ma.us
Date: Sat, 14 Oct 2017 17:42:06 -0400
Subject: Dangerous traffic signal

I am unsure which department to send this to, so request you forward it to the relevant one.

The right turn signal from Mass Avenue southbound on to Pleasant Street has a delay that is encouraging dangerous behavior. This Saturday afternoon, at about

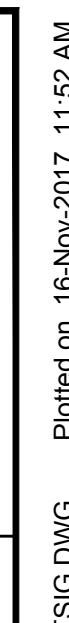
5:15 pm I was in a line of traffic that had to wait through two full traffic signal cycles without a right turn arrow (with a no turn on red). It was not until the 3rd cycle that the right turn arrow appeared. Naturally, anyone encountering such an occurrence would believe the signal is broken (maybe it is?) -- and that is exactly what happened; I was 3rd car back in line, and by the time the signal appeared, someone far back in the line had decided the signal was broken so overtook us on the left and then turned right simultaneously as the line started forward, causing much honking and a potentially dangerous situation. **5**

Please fix this light if it is broken, or change its behavior to be predictable with the light cycles, or WARN motorists unfamiliar with its foibles (the last would be difficult, because you would have to warn those far back in the line to turn right).

--

Edmund Crouch

SIG DWG	Plotted on 16-Nov-2017 11:52 AM
---------	---------------------------------



OCTOBER 2017

EXISTING/PROPOSED SEQUENCE AND TIMING FOR FULLY ACTUATED CONTROL (ISOLATED)

[illegible]

MINIMUM GREEN (INITIAL)	6			8			6			8			6			8			6			8			CONFLICT FLASH OPERATION ONLY
PASSAGE TIME (VEHICLE)	3			3			3			3			3			3			3			3			
MAXIMUM 1	14			29			10			36			15			27			13			34			
MAXIMUM 2	16			30			14			40			16			31			16			35			
YELLOW CLEARANCE		3			3			3			3			3			3			3			3		
RED CLEARANCE			4			4			4			4			4			4			4			4	
PEDESTRIAN WALK				7						7						7						7			
PEDESTRIAN CLEARANCE				20						25						18						23			
DETECTOR MEMORY	NON-LOCK			NON-LOCK			NON-LOCK			LOCK			NON-LOCK			NON-LOCK			NON-LOCK			NON-LOCK			
RECALL	OFF			MIN/PED			OFF			OFF			OFF			MIN/PED			OFF			OFF			

COORDINATION DATA				COORDINATION PHASE SPLIT TIMES							
TIMING	PLAN	CYCLE	OFFSET	ø1	ø2	ø3	ø4	ø5	ø6	ø7	ø8
1/1/1	M-F 6AM-9AM	120	0	23	37	13	47	22	38	21	39
2/1/1	M-F 3PM-7PM	120	0	19	36	21	44	23	32	23	42
3/1/1	SAT 11AM-6PM	110	0	20	34	17	39	22	32	15	41
MODE				COORD ø				COORD ø			

1. AUTOMATIC FLASHING OPERATION PER 2009 M.U.T.C.D., AS AMENDED

2. * UPON PEDESTRIAN PUSH BUTTON ACTUATION
3. OL = OVERLAP
4. MBT = MINUTEMAN BIKE TRAIL
5. MAXIMUM 1 = NORMAL OPERATION
6. MAXIMUM 2 = NOT USED
7. STOP AND GO OPERATION FOR 24 HOURS PER DAY. FLASHING OPERATION FOR EMERGENCY ONLY
8. DURING PEDESTRIAN INTERVAL, FDW THROUGH YELLOW OPERATION SHALL NOT BE IN EFFECT.
9. INHIBIT MAX TERMINATION SHALL BE IN EFFECT DURING COORDINATION.

1 Ø2&Ø6 "CALL NOT ACTUATED" DURING COORDINATION

1. Ø2&Ø6 "CALL NOT ACTUATED" DURING COORDINATION
2. OFFSET: BEGINNING OF Ø2&Ø6 YELLOW.
3. FLOATING FORCE OFF SHALL BE IN EFFECT.
4. YIELD MODE SHALL BE IN EFFECT.
5. SPLIT TIMES EQUAL GREEN PLUS CLEARANCES.

EXISTING/PROPOSED SIGNAL HEAD DATA					
B2,B3,B4,B5	D,E,M,S	A,H,J,N	B,C,F,G,K,L,Q,R	B1	P1-P8
<p>(1) RED (2) YELLOW (3) GREEN</p>	<p>R&R SIGNAL D</p>			<p>(1) RED (2) YELLOW (3) GREEN</p>	<p>W/COUNTDOWN TIMER</p>
ALL 12" LENS		ALL 12" LENS			

1. ALL PROPOSED SIGNAL HEADS SHALL BE RIGID MOUNTED.
2. ALL PROPOSED SIGNAL HEADS SHALL BE EQUIPPED WITH 5"± NON-LOUVERED BACKPLATES. ALL BACKPLATES SHALL CONTAIN A 3" WIDE YELLOW REFLECTIVE BORDER.
3. ALL PROPOSED SIGNAL HEADS SHALL BE EQUIPPED WITH TUNNEL VISORS.
4. ALL PROPOSED SIGNAL DISPLAYS SHALL BE EQUIPPED WITH L.E.D. MODULES.

1. IF THE ASSIGNED RIGHT OF WAY FOR ANY TRAFFIC MOVEMENT IS TO REMAIN IN EFFECT DURING THE NEXT CALLED PHASE, THE SIGNAL INDICATIONS FOR THAT TRAFFIC MOVEMENT WILL NOT CHANGE DURING THE CLEARANCE INTERVAL.
2. THE RIGHT OF WAY MAY BE ASSIGNED TO ANY PHASE OR ANY COMBINATION OF NON-CONFLICTING PHASES.
3. IF CALLS EXIST ON ALL PHASES, THE ASSIGNMENT OF RIGHT OF WAY SHALL BE IN ACCORDANCE WITH THE PREFERENTIAL PHASE SEQUENCE.
4. IF THE ASSIGNED RIGHT-OF-WAY FOR ANY TRAFFIC MOVEMENT IS TO CHANGE DURING THE NEXT CALLED PHASE, THE SIGNAL INDICATION FOR THAT MOVEMENT WILL DISPLAY THE APPROPRIATE CLEARANCE INTERVALS.

EXISTING DETECTOR DATA				
DETECTOR NO.	ZONE SIZE	CAMERA	DELAY /EXT	CALL PHASE
1	TO BE FIELD ADJUSTED	EXIST	0	ø3
2	TO BE FIELD ADJUSTED	EXIST	0	ø2
3	TO BE FIELD ADJUSTED	EXIST	0	ø5
4	TO BE FIELD ADJUSTED	EXIST	0	ø5
5	TO BE FIELD ADJUSTED	EXIST	0	ø4
6	TO BE FIELD ADJUSTED	EXIST	0	ø7
7	TO BE FIELD ADJUSTED	EXIST	0	ø6 (BIKE)
8	TO BE FIELD ADJUSTED	EXIST	0	ø7
9	TO BE FIELD ADJUSTED	EXIST	0	ø6
10	TO BE FIELD ADJUSTED	EXIST	0	ø1
11	TO BE FIELD ADJUSTED	EXIST	0	ø1
12	TO BE FIELD ADJUSTED	EXIST	0	ø8
13	TO BE FIELD ADJUSTED	EXIST	0	ø3
14	TO BE FIELD ADJUSTED	EXIST	0	ø4

DELAY AND EXTENSION TIMINGS SHALL BE PROGRAMMED IN THE CONTROLLER ONLY

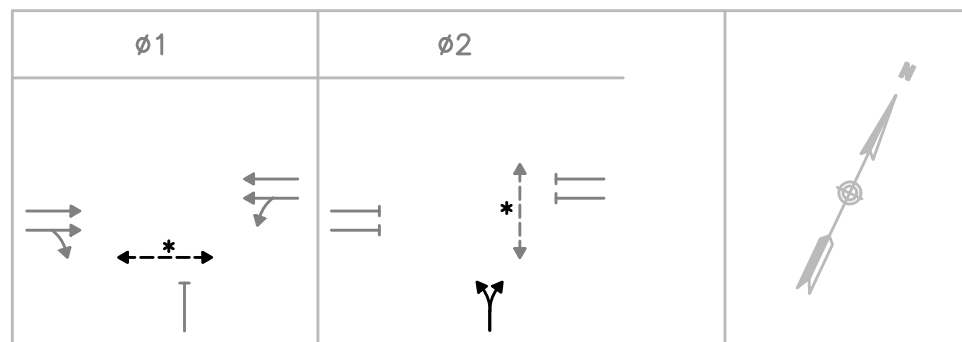
1. EMERGENCY VEHICLE PRE-EMPTION SIGNALS SHALL BE OPTICALLY TRANSMITTED BY OPTICAL EMITTERS MOUNTED IN EMERGENCY VEHICLES AND RECEIVED BY OPTICAL DETECTORS LOCATED AT EACH INTERSECTION.
2. PRE-EMPTION SIGNALS SHALL BE SERVICED ON A PRIORITY BASIS WITH DETECTORS D1, D2, D3 OR D4 ASSIGNED DESCENDING PRIORITIES AS FOLLOWS: (D1 HIGHEST AND D4 LOWEST)
3. IN RESPONSE TO A PRE-EMPTION SIGNAL RECEIVED AT AN INTERSECTION BY OPTICAL DETECTOR D1 (OR D2, D3, D4) THE CONTROLLER SHALL HOLD OR ADVANCE TO AND HOLD IN EMERGENCY VEHICLE PRE-EMPTION PHASE #1 (OR #2, #3, #4) GREEN FOR A MINIMUM OF TEN (10) SECONDS OR UNTIL PRE-EMPTION SIGNAL CEASES. THE CONTROLLER SHALL THEN TIME PRE-EMPTION PHASE CLEARANCES FOR THE ASSOCIATED PHASE(S) AS SHOWN IN THE SEQUENCE AND TIMING CHART AND SERVICE SUBSEQUENT EMERGENCY VEHICLE PRE-EMPTION PHASES AS NECESSARY.
4. MINIMUM GREEN AND NORMAL VEHICLE CLEARANCE SHALL BE PROVIDED ON PHASES THAT ARE TO BE TERMINATED BY PRE-EMPTION DEMAND.
5. PRE-EMPTION STROBE SHALL BE ILLUMINATED WHENEVER ANY EMERGENCY VEHICLE PRE-EMPTION GREEN IS ON.
6. EMERGENCY VEHICLE PRE-EMPTION SHALL OVERRIDE COORDINATION.

MASSACHUSETTS AVENUE AT PLEASANT STREET/MYSTIC STREET

PAY ITEM	QUANTITY	DESCRIPTION
816.01	1	MODIFY EXIST TS CONTROLLER TO PROPOSED TIMINGS & PHASING SHOWN
	4	BICYCLE SIGNAL HEAD, 3-SECTION, 12" LENSES
	1	R&R SIGNAL HEAD
	1	MODIFY VIDEO DETECTION

PLUS NECESSARY DUCT, CABLE, LABOR, MISCELLANEOUS MATERIAL AND EQUIPMENT TO COMPLETE THE INSTALLATION AND PROVIDE AN OPERATING TRAFFIC CONTROL SIGNAL.

* UPON PEDESTRIAN PUSH BUTTON ACTUATION



SEQUENCE & TIMING NOTES:

1. IF THE ASSIGNED RIGHT OF WAY FOR ANY TRAFFIC MOVEMENT IS TO REMAIN IN EFFECT DURING THE NEXT CALLED PHASE, THE SIGNAL INDICATIONS FOR THAT TRAFFIC MOVEMENT WILL NOT CHANGE DURING THE CLEARANCE INTERVAL.
2. THE RIGHT OF WAY MAY BE ASSIGNED TO ANY PHASE OR ANY COMBINATION OF NON-CONFLICTING PHASES.
3. IF CALLS EXIST ON ALL PHASES, THE ASSIGNMENT OF RIGHT OF WAY SHALL BE IN ACCORDANCE WITH THE PREFERENTIAL PHASE SEQUENCE.
4. IF THE ASSIGNED RIGHT-OF-WAY FOR ANY TRAFFIC MOVEMENT IS TO CHANGE DURING THE NEXT CALLED PHASE, THE SIGNAL INDICATION FOR THAT MOVEMENT WILL DISPLAY THE APPROPRIATE CLEARANCE INTERVALS.

COORDINATION DATA GENERAL NOTES

1. Ø2&Ø6 "CALL NOT ACTUATED" DURING COORDINATION.
2. OFFSET: BEGINNING OF Ø2&Ø6 YELLOW.
3. FLOATING FORCE OFF SHALL BE IN EFFECT.
4. YIELD MODE SHALL BE IN EFFECT.
5. SPLIT TIMES EQUAL GREEN PLUS CLEARANCES.

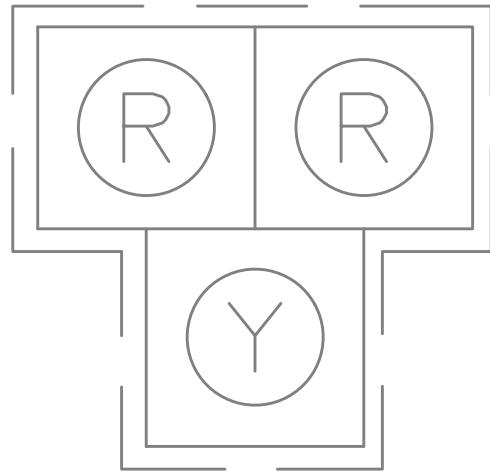
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sequenceDiagram
    participant Ø1 as Ø1*
    participant Ø2 as Ø2*
    Ø1 --> Ø2
    Ø2 --> Ø1

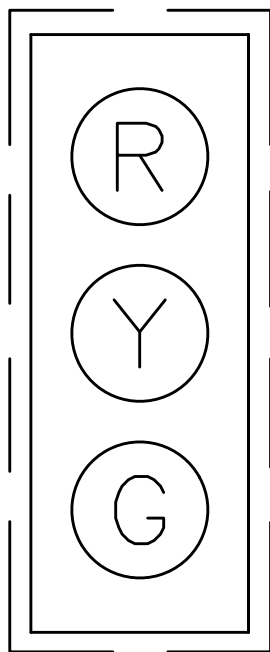
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* UPON PEDESTRIAN PUSH BUTTON ACTUATION

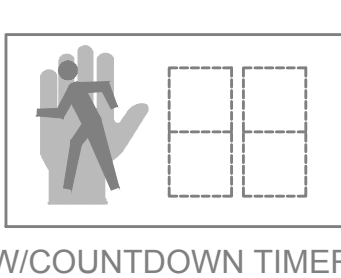
~~F.G.H.J~~



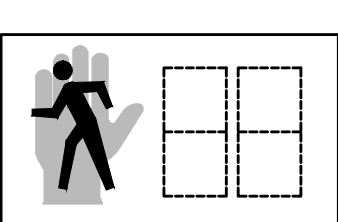
R&S SIGNAL HEADS



ALL 12" LENS



W/COUNTDOWN TIMER



W/COUNTDOWN TIMER

- NOTES:
1. ALL PROPOSED SIGNAL HEADS SHALL BE RIGID MOUNTED.
 2. ALL PROPOSED SIGNAL HEADS SHALL BE EQUIPPED WITH 5"± NON- LOUVERED BACKPLATES. ALL BACKPLATES SHALL CONTAIN A 3" WIDE YELLOW REFLECTIVE BORDER.
 3. ALL PROPOSED SIGNAL HEADS SHALL BE EQUIPPED WITH TUNNEL VISORS.
 4. ALL PROPOSED SIGNAL DISPLAYS SHALL BE EQUIPPED WITH L.E.D. MODULES.

MASSACHUSETTS AVENUE AT SWAN PLACE

PLUS NECESSARY DUCT, CABLE, LABOR, MISCELLANEOUS MATERIAL AND EQUIPMENT TO COMPLETE THE INSTALLATION AND PROVIDE AN OPERATING TRAFFIC CONTROL SIGNAL.

Brian Ristuccia
73 Rhinecliff Street
Arlington, MA 02476

Town of Arlington Board of Selectmen
730 Mass Ave
Arlington, MA 02476

November 16, 2017

Re: Center Signal Proposed Improvements

For the past few years I have been a frequent traveler through Arlington Center, often by bike or on foot, and sometimes by car. Most weekdays I make at least one round trip through the project area by bicycle, with my AM trip occurring during peak commute time. I have experienced the area before, during, and after the major construction and would like to thank all involved for the improvements already realized, including the smooth pavement and connection to the western part of the bikeway. These changes have significantly improved my commute and I remain optimistic about the project and its long-term potential.

I am writing today in support of the DPW's proposed improvements as outlined in the first five paragraphs of the November 9 memo from Mike Rademacher to Adam Chapdelaine, particularly the clarification of pavement markings, the addition of bicycle signal heads controlling the movement from Uncle Sam Park to the bike box on Mass Ave and the change from a hybrid beacon to a full signalization at Swan Place.

I encourage this board to support efforts to complete these items quickly. While there may be some disagreement over specific details and certain additional actions, it is my position that the actions proposed for completion are supported by broad consensus, represent a significant step in the right direction, and will substantially improve conditions for all travelers in the project area. Furthermore, implementing these changes does not preclude the possibility of future incremental improvements.

I encourage DPW and town officials to continue to engage with the community once detailed plans are available and would like to reiterate my encouragement to the various town boards, committees, officials, and employees to continue refining the project area until its full potential is realized.

Sincerely,

Brian Ristuccia



Town of Arlington, Massachusetts

ADDENDUM

Summary:

To Review and Approve:

- the sale of the \$30,955,000 General Obligation Municipal Purpose Loan of 2017 Bonds of the Town, dated and closing December 7, 2017 to Bank of America Merrill Lynch at the price of \$34,529,754.29 and accrued interest.
- the sale of a \$1,400,000 1.27 percent General Obligation Bond Anticipation Note of the Town, dated and closing December 7, 2017, and payable November 30, 2018 (the "Note") to Century Bank and Trust Company at par.
- All related documents required to execute the sale.

Dean Carman, Treasurer

ATTACHMENTS:

Type	File Name	Description
☐ Reference Material	Locke___Lord_Bond_Memo.pdf	Locke & Lord Bond Memo
☐ Reference Material	Treasurer_Selectmen_Vote_-_Arlington_Bonds__12_7_2017.docx	Vote Arlington Bonds



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Boston, MA 02199
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Fax: 617-227-4420
www.lockelord.com

Claudia J. Matzko

Senior Counsel
Direct Telephone: 617-239-0176
Direct Fax: 888-325-9523
claudia.matzko@lockelord.com

November 16, 2017

BY OVERNIGHT DELIVERY

Dean Carman, Treasurer
Town of Arlington
Town Hall, 730 Massachusetts Avenue
Arlington, Massachusetts 02476

Re: \$30,955,000 General Obligation Municipal Purpose Loan of 2017 Bonds (the "Bonds")
Dated and Closing: December 7, 2017
\$1,400,000 General Obligation Bond Anticipation Notes (the "Note")
Dated and Closing: December 7, 2017

Dear Dean:

Enclosed please find the Bonds, the Note and four copies of each of the related closing documents for the above-referenced issue. The Bonds and each copy of the closing documents are to be executed as follows:

1. Bonds – each to be signed by you as the Treasurer and by the Board of Selectmen (the "Selectmen"), and sealed with the Town seal.
2. Note – to be signed by you as the Treasurer and by the Selectmen.
3. Vote of the Board of Selectmen – to be passed at the November 20, 2017 meeting of the Selectmen and signed by the Clerk of the Board.
4. Signature, No Litigation and Official Statement Certificate relating to the Bonds to be signed by you as the Treasurer, by the Selectmen and by the Town Clerk, and sealed with the Town seal.
5. Signature, No Litigation and Official Statement Certificate relating to the Note to be signed by you as the Treasurer, by the Selectmen and by the Town Clerk, and sealed with the Town seal.
6. Tax Certificate – to be signed by you as the Treasurer and by the Selectmen. Prior to execution, we request that each person signing this document read it carefully to confirm

Dean Carman, Treasurer
November 16, 2017
Page 2

that it is correct. If any statements are incorrect or unclear, please call me as soon as possible to discuss any changes that may need to be made.

7. Continuing Disclosure Certificate – to be signed by you as the Treasurer and by the Selectmen. (Please note that Exhibit B is not to be signed.)
8. Significant Events Disclosure Certificate – to be signed by you as the Treasurer and by the Selectmen.
9. IRS Form 8038-G – to be signed by you as the Treasurer. We will take care of filing one, on behalf of the Town, with the IRS.

Once executed, these documents should be returned to the Town's financial advisor at FirstSouthwest by overnight delivery or as otherwise arranged with the financial advisor.

If you should have any questions, or if we can provide anything further, please do not hesitate to contact me.

Very truly yours,



Claudia J. Matzko

Enclosures

cc: Peter Frazier (via email without enclosures)
Abby Jeffers (via email without enclosures)
Raela Trifoni (via email without enclosures)
Megan Hyland (via email without enclosures)

VOTE OF THE BOARD OF SELECTMEN

I, the Clerk of the Board of Selectmen of the Town of Arlington, Massachusetts (the “Town”), certify that at a meeting of the board held November 20, 2017, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that the sale of the \$30,955,000 General Obligation Municipal Purpose Loan of 2017 Bonds of the Town dated December 7, 2017 (the “Bonds”) to Bank of America Merrill Lynch at the price of \$34,529,754.29 and accrued interest is hereby approved and confirmed. The Bonds shall be payable on December 1 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2018	\$1,590,000	5.00%	2028	\$1,535,000	5.00%
2019	1,570,000	5.00	2029	1,535,000	5.00
2020	1,570,000	5.00	2030	1,535,000	4.00
2021	1,560,000	5.00	2031	1,535,000	3.00
2022	1,560,000	5.00	2032	1,535,000	3.00
2023	1,560,000	5.00	2033	1,535,000	3.00
2024	1,560,000	5.00	2034	1,535,000	3.00
2025	1,550,000	5.00	2035	1,535,000	3.00
2026	1,550,000	5.00	2036	1,530,000	3.00
2027	1,550,000	5.00	2037	1,525,000	3.00

Further Voted: to approve the sale of a \$1,400,000 1.27 percent General Obligation Bond Anticipation Note of the Town dated December 7, 2017, and payable November 30, 2018 (the “Note”) to Century Bank and Trust Company at par.

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated November 8, 2017, and a final Official Statement dated November 15, 2017 (the “Official Statement”), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that in connection with the marketing and sale of the Note, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated November 8, 2017 and a final Official Statement dated November 15, 2017, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver continuing and significant events disclosure undertakings in compliance with SEC Rule 15c2-12 in such forms as may be approved by bond counsel to the Town, which undertakings shall be incorporated by reference in the Bonds and Note, as applicable, for the benefit of the holders of the Bonds and Note from time to time.

Further Voted: that we authorize and direct the Treasurer to establish post issuance federal tax compliance procedures in such form as the Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and Note.

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds or the Note were taken in executive session, all in accordance with G.L. c.30A, §§18-25, as amended.

Dated: November 20, 2017

Clerk of the Board of Selectmen

AM 67567914.1



Town of Arlington, Massachusetts

Minutes of Meetings: October 30, 2017

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	10.30.17_draft_minutes.docx	Draft Minutes 10.30.17

TOWN OF ARLINGTON
BOARD OF SELECTMEN
Meeting Minutes
Monday, October 30, 2017
7:15 PM

Present: Mr. Curro, Chair, Mr. Byrne, Vice Chair, Mr. Greeley, Mrs. Mahon, and Mr. Dunn
Also Present: Mr. Chapdelaine, Mr. Heim and Mrs. Krepelka

1. Presentation & Discussion: Emergency Preparedness

Chief Robert Jefferson, Fire Department

Adam W. Chapdelaine, Town Manager

Fire Chief Jefferson stated that the Town is prepared to respond on a daily basis to all emergencies or incidents whether manmade or natural disasters based on the training of all our Town Departments. The Town's Emergency Response Teams and Local Emergency Planning Committee train and plan to respond to any type of emergency.

The Board of Selectmen thanked Chief Jefferson for an excellent presentation.

Mrs. Mahon moved receipt of report.

SO VOTED (5-0)

2. 2017 FY Overview

Richard Viscay, Comptroller

Mr. Viscay stated that in FY2017 the Comptroller's office implemented some new policies and procedures to help professionalize operations and strengthen internal controls. It is a goal of the Comptroller's Office in FY2018 to continue to formalize and distribute policies for the financial activities as they relate to the Comptroller's Office, as well as review and document standard operating procedures of our internal operations.

The Board thanked Mr. Viscay for an excellent update of his department.

Mr. Greeley moved receipt of report.

SO VOTED (5-0)

FOR APPROVAL

3. Arlington Public Art Youth Banners

Martina Tanga, Arlington Public Art

Ms. Tanga requested permission to hang Arlington Public Art Banners in Arlington Center for the months of March, April and May 2018. This initiative aims to promote and encourage development in the visual arts and foster a sense of community through public art. Arlington teens between the ages of 13-18 will respond to the theme of "Water!" and create original artwork that will then be digitized, printed into banners and hung along Mass. Avenue.

Funding for this project is generously provided by the family of the Gracie James Foundation.

Mr. Dunn moved approval.

SO VOTED (5-0)

4. Two Sandwich Boards for Sarcoma Foundation of America's 'ACATpella Festival to Belt Out Cancer' Anna M. Colozzo, Representative, ACATpella Festival

This request is for permission to display two sandwich boards to help notify our community of the Sarcoma Foundation of America, A CATpella Festival to Belt Out Cancer, to be held at the Loew's Auditorium on Friday evening, January 19, 2018. This event will help to raise funds for

research and new therapies for sarcomas. These boards will be placed in two locations: one on the westbound center island at the intersection of Mass. Ave. and Pleasant Street and one on the Mystic Street island. The Boards will be on display from January 5 through January 19 and will be removed immediately in the event the festival is sold out prior to January 18th.

Mrs. Mahon moved approval.

SO VOTED (5-0)

CONSENT AGENDA

5. Minutes of Meetings: October 16, 2017

6. Request: Special (One Day) Beer & Wine License, 11/3/17 @ Robbins Memorial Town Hall for 7th Annual 'Out on the Town Gala' to support the Arlington Youth Counseling Center
Colleen Leger, Executive Director AYCC

7. Request: Special (One Day) Beer & Wine License, 11/4/17 @ Robbins Memorial Town Hall for a Private Event
Elizabeth McGrath

8. Request: Contractor/Drainlayer License
Ferrante Construction LLC, Bedford, MA

Mrs. Mahon moved approval.

SO VOTED (5-0)

APPOINTMENTS

9. Park & Recreation Commission, Associate Member
John Donato

Mr. Greeley moved approval.

SO VOTED (5-0)

CITIZENS OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

Lenard Diggins, 8 Windsor Street, thanked the Town Manager for his support regarding the Autonomous Vehicles Forum.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

10. Discussion and Vote: Designation of Loading Zone on Alton Street
Adam W. Chapdelaine, Town Manager

Ali Carter, Economic Development Coordinator, presented a proposal to create a loading zone on Alton Street for trucks delivering to Broadway Plaza businesses. This proposal was made in response to numerous complaints from residents of the Alton Street area.

This proposal was not received well with owners of businesses from Broadway Plaza. The following owners spoke against the loading zone:

Michelle Famolare Casey spoke on behalf of her parents (George and Susan Famalore) who own the building at the intersection of Alton Street and Broadway. She stated her parents are concerned for the safety of parents dropping off children to the Dance and Karate Studio on Alton Street where the loading zone would be installed.

Elizabeth Cammarata owner of the Alton Street Dance questioned how the loading zone positioned right in front of her dance studio would help small businesses that do not receive deliveries.

Gail Cammarata, 20 Dickson Avenue, mother of Elizabeth also spoke against having the loading zone directly in front of the dance and karate studios because of her concern for the children being dropped off from three o'clock on.

Michael Ruderman, 9 Alton Street, stated the area was not a busy area when he moved there 27 years ago and the addition of a loading zone would be an improvement to safety concerns surrounding pedestrians crossing the street.

The Board was in agreement about the location of the loading zone, but was in disagreement regarding the length of time (8:00 a.m. - 5:00 p.m.).

Mrs. Mahon stated the length of time for the loading zone was exorbitant and extremely lenient.

Mr. Greeley agreed that the time could be reduced and wanted businesses to specifically answer when they take deliveries so that the window of time could be adjusted.

Mrs. Mahon made a motion to have Town Manager Chapdelaine speak with the businesses on Broadway regarding reducing the hours of deliveries to 3:00 p.m. instead of 5:00 p.m.

SO VOTED (5-0)

11. Discussion and Approval: Regional Bikeshare Program Memorandum of Agreement and RFP from the Metropolitan Area Planning Council
Adam W. Chapdelaine, Town Manager

Mr. Chapdelaine requested the Board's support for Arlington's Bikeshare Working Group so the group can determine whether Arlington should commit to joining MAPC's regional RFP process for dockless bikeshare.

Mr. Greeley moved approval.

SO VOTED (4-0)

Mr. Byrne recused himself from voting.

12. Discussion: Town Night 2017
Kevin F. Greeley, Selectman

Mr. Greeley informed the Board of Selectmen that the Town Day Committee had met regarding the future of continuing Town Night due to the costs of running the event on Friday night before Town Day. Mr. Greeley stated that the money is raised for Town Night and Town Day through donations from local businesses and proceeds from Town Day booth registration fees. This year

the cost for Town Night (only) was \$20,726.16. Approximately 3,000 people attend Town Night every year.

Mr. Byrne stated that while taking a step back and looking at the cost of the event was a good idea, Town Officials need to understand what they would be taking away.

Mr. Curro stated the Board should defer to the Town Day Committee and their understanding of the event to make a final decision.

Mr. Greeley stated that as of the Committee's last meeting, the decision would be to cancel Town Night.

Mr. Byrne noted that one line item missing from the Town Night expenses were the hours that Town Officials and the Selectmen's Office put into planning Town Night.

Mrs. Mahon made a motion that the Committee make their decision and Mr. Greeley report back to the Board.

SO VOTED (5-0)

NEW BUSINESS

Town Counsel Heim stated he attended the Annual Meeting of the Association of Town Finance Committees recently. He stated the meeting was very informative and well attended.

Mr. Chapdelaine stated he wanted to thank all the crews from the Public Works Department, Tree Department, Fire Department and Police Department for their excellent work during the recent wind and rainstorm last night.

Mr. Chapdelaine stated that HMFH Architects were selected as the designer for the Arlington High School Building Project.

Mr. Chapdelaine stated that he, Deputy Town Manager Pooler, and Assistant Town Manager Feeney

attended the ICMA Conference in San Antonio, Texas last week. He stated it was a great conference and felt fortunate to be there.

Mr. Chapdelaine reported that the Mothers Out Front and the Town of Arlington are being recognized by Mass. Energy for their work to promote green municipal aggregation in Arlington on Monday, November 6th. The Town is one of five communities being recognized. Mr. Chapdelaine and Mr. Pooler will be attending the award ceremony.

Mr. Greeley asked for a moment of silence in memory of long time resident Jack Driscoll who passed away last week.

Mr. Dunn reported that he had attended a meeting this morning with the Long Range Planning Committee and discussed the future debt exclusion and override for Arlington residents.

Mrs. Mahon moved to adjourn at 9:50 p.m..

SO VOTED (5-0)

A true record attest:

Marie A. Krepelka
Board Administrator

10-30-17

Agenda Item	Documents Used
1	Presentation & Discussion: Emergency Preparedness - Fire Chief Robert Jefferson
2	R. Viscay, Comptroller, Memo / 2017 FY Overview
3	For Approval: Request Public Art Youth Banners, Martina Tanga
4	A. Collozzo Request / Two Sandwich Boards for Sarcoma Foundation
5	Draft minutes of meeting 10.16.17
6	Special One Day Beer and Wine Application for an event at Robbins Memorial Town Hall on 11/3/17
7	Special One Day Beer and Wine Application for a Private event on 11/4/17
8	Request: Contractor/Drainlayer License, Ferrante Construction LLC, Bedford, MA
9	Appoointment: Park and Recreation Commission, Associate Member / John Donato
10	Discussion and Vote: Designation of Loading Zone on Alton Street
11	Discussion and Approval: Regional Bikeshare Program Memorandum of Agreement and RFP Adam W. Chapdelaine, Town Manager
12	Discussion: Town Night 2017 - Kevin F. Greeley, Selectman
Corr Rec'vd	



Town of Arlington, Massachusetts

Reappointment: Arlington Cultural Council

Summary:

S. Rebecca Holmes-Farley (term to expire 10/31/2020)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Holmes_Farley_reapp.pdf	ACC Recommendation, R. Holmes-Farley Resume, Meeting Notice

November 14, 2017

To: Marie Krepelka, Administrator
Town of Arlington, MA Board of Selectmen's Office

From: Lisbet Taylor and Kimberley Harding, Co-Chairs, Arlington Cultural Council

Re: Reinstatement of former member S. Rebecca Holmes-Farley to the
Arlington Cultural Council

At its monthly business meeting on Monday November 13, 2017, the Arlington Cultural Council unanimously approved the re-appointment of one former council member whose term begins immediately and expires in October 2020.

S. Rebecca Holmes-Farley
20 Norfolk Road, Arlington, MA 02476

B.Holmes-Farley@comcast.net

A resume has been attached for your reference.

Please expedite her reinstatement, so she may officially attend our December 11 meeting. This is the Council's busiest season, as deliberations for the 2018 grantees will take place on December 20.

I have informed the Massachusetts Cultural Council as well, and reinstated her on the MCC website.

Thank you for your assistance.

S. Rebecca Holmes-Farley

20 Norfolk Road
Arlington, Massachusetts 02476

B.Holmes-Farley@comcast.net

EDUCATION

BOSTON UNIVERSITY SCHOOL OF PUBLIC HEALTH, Boston, MA
Health Law Concentration

M.P.H. degree 1998, GPA: 3.93

Honors: Delta Omega Honor Fraternity

SUFFOLK UNIVERSITY LAW SCHOOL, Boston, MA

J.D., 1986. Licensed in MA and NC

American Jurisprudence Award- Contracts

Honors: Phi Delta Phi Honor Fraternity

CORNELL UNIVERSITY, COLLEGE OF ARTS AND SCIENCES Ithaca, NY

B.A. in Psychology, 1982

EXPERIENCE

Harvard University

IRB Administrator, Committee on the Use of Human Subjects

FAS Research Administration Services

Cambridge, MA

2013 – March, 2016

I reviewed human subject research applications for compliance with federal, state and local laws, as well as institutional policies, guidelines and ethical standards to ensure that the rights and welfare of human subjects were protected. I identified, resolved or referred matters involving noncompliance or institutional risk to the appropriate offices and I assisted researchers and their staff in negotiating the electronic submission tracking and reporting system. I worked closely with investigators to ensure that necessary modifications were communicated in a clear and professional manner and that the reasons for changes were well-articulated. I prepared documents for review by the Committee and acted as a liaison between the Committee reviewer and investigator to help communicate necessary revisions. When necessary, I sought expert input, conducted additional research, or made recommendations to promote and facilitate Committee review. I provided education to investigators (in writing and in person) to demystify the submission and application process and reviewed grant applications, data use agreements, terms of use and other documents to assess whether any issues should be flagged for review by cooperating offices. I was a designated reviewer and served as an alternate, voting member of the Committee. In addition, I served as the *CUHS representative on the ESCRO Committee* and as the *Harvard University Law School liaison*. I attended PRIM&R and Petrie-Flom conferences and read IRB Forum, books, articles and guidelines in such areas as stem cell technology, psychology, ethics and human subject research to keep current in the field.

Harvard Medical School,
IRB Administrator, Office of Research Subject Protection

Boston, MA
2002-2003

Responsible for pre-reviewing human subject study applications (research protocols, drug brochures, grant proposals, consent forms, surveys, recruitment materials and adverse event reports) to ensure compliance with federal and state regulations and to ensure that the rights and welfare of human subjects were adequately protected. I worked closely with investigators in an effort to ensure that all stipulations and conditions of Committee approval were met and I brought issues of investigator noncompliance to the attention of the Committee and made recommendations regarding their resolution.

I prepared educational tutorials and memoranda for the Committee to keep them abreast of current issues and I attended educational conferences and conducted medical, legal and ethical research on a regular basis to keep current in those fields. I revised and created forms used by our office and put in place a number of organizational changes that increased the smooth flow of research in the institution.

New England Medical Center and
Tufts University School of Medicine
IRB Educator
Research Assistant Professor of Medicine

Boston, MA
2000-2001

I was employed as an Educator for the Institutional Review Board at T-NEMC and was also a Research Assistant Professor of Medicine at Tufts University Medical Center. As such, I had responsibility for developing and implementing an educational program in the protection of human subjects for all investigators, key personnel, committee members and staff of the Human Investigation Review Committee. I gained extensive knowledge of the Federal Regulations and State laws that govern Human Subject Research as well as significant practical experience in running an IRB office. I was responsible for prescreening protocols, training staff in the proper review of submissions and preparing the office for an audit. As a *member of the tissue banking subcommittee at T-NEMC*, I was also a participant in formulating policy for the institution. I was the co-author of an Operations Manual for the HIRC and drafted significant sections of an Investigator Handbook for the institution.. In addition, I was an active *member of the Tufts University Bioethics Committee, Ethics and Health Policy discussion group* (for whom I led a discussion on Conflict of Interest), and was a member of the *Bioethics website subcommittee*. I attended PRIM&R and ASLME conferences as well.

Scott E. Charnas & Associates, P.C.
Attorney

Boston, MA
1999-2000

I was a civil litigation attorney specializing in claims involving exposure to toxic substances in the workplace. I had responsibility for conducting medical and legal research for our firm and conferring with physicians, industrial hygienists, chemists and engineers with respect to our cases. I drafted pleadings, legal memoranda and discovery documents and I met with clients and insurance adjusters.

Boston University School of Public Health
Bioethics Fellow

Boston, MA
1998-1999

I was a Bioethics Fellow in the health law department. During the year, my writing and research focused on ethical issues raised by advances in reproductive technology, genetics and human subject research. I was an invited speaker at several universities and participated as a guest lecturer in both the philosophy department and as a guest lecturer for the National Science Foundation sponsored summer program for biomedical engineering students at Boston University. In addition, I was an ethics consultant for Grand Rounds in the Ophthalmology Department Boston Medical Center.

The Council for Responsible Genetics
Director of Legislative Research
Program Assistant

Cambridge, MA
1996-1997

First as Program Assistant, and then as the Director of Legislative Research for this non-profit bioethics organization, I authored and edited articles, drafted correspondence, performed legislative research, provided expert testimony before a subcommittee of the New Hampshire legislature regarding pending legislation, worked as a liaison between legislators and our organization, answered requests for information from the public and press, maintained the membership database, mailed solicitations and ordered office supplies. I also attended Board meetings, was a member of the Human Genetics Committee, and assisted in the organization and publication of conferences.

Meehan, Boyle & Cohen, P.C.
Litigation Paralegal

Boston, MA
1990-1996

As a Litigation Paralegal I concentrated on complex automobile, product liability, pharmaceutical tort, medical malpractice, and construction claims. I was responsible for every aspect of case preparation: pleading preparation, propounding and responding to discovery, performing legal and medical research, communicating with clients, counsel and expert witnesses, trial preparation, drafting settlement petitions and calculating disbursements, organizing documents, maintaining docket control and providing supervision, training and guidance to other paralegals.

Maxwell, Martin, Freeman & Beason
Maxwell & Hutson, P.A.
Litigation Paralegal

Durham, NC
1989-1990

I was a Litigation Paralegal specializing in Domestic and Personal Injury Law. Duties included extensive client contact, drafting pleadings, preparing and responding to discovery, legal research, preparing legal memoranda and briefs, conducting reviews of potential cases and maintaining organization of files.

PUBLICATIONS

- Holmes-Farley, S. Rebecca and Grodin, Michael A., *Foreword: Law, Medicine and Socially Responsible Research: Solutions for the 21st Century*, XXIV AM. J. L. & MED. 2-3, 153-162 (1998).
- Holmes-Farley, S. Rebecca, *CRG files Amicus Brief on Workplace Privacy and Discrimination Case*, 10 **GENEWATCH**, No. 4-5, at 1 (1997).
- Holmes-Farley, Rebecca. Op-Ed. "Who Should Decide the Sex of a Baby." NEW YORK TIMES, 10 September 1998. Print.
- Holmes-Farley, Rebecca. Op-Ed. "Finding the Perfect Egg." NEW YORK TIMES, 8 March 1999. Print.

SELECTED SPEAKING ENGAGEMENTS

Bioethics in the New Millennium, Princeton University, February 1999.

*The Creation of Human Beings through Human Cloning -
Legal, Ethical and Social Implications*

**MIT-Harvard Conference on Genetic Technology and Society,
Massachusetts Institute of Technology, March 1999.**

The Ethics of Human Cloning

**Women in Science at Harvard and Radcliffe, Panel Discussion,
Harvard University, April 1999.**

Ethical Issues in Egg Donation

ACTIVITIES AND AWARDS

- Exhibitor, *Art Blooms in Belmont*, 2017
- Exhibitor, (Upcoming) Home Show, BGA, 2017
- Belmont Gallery of Art, Board member, 2017 - present
- Co- Proprietor of JoyLi Gift Shop in Rockport Massachusetts, Spring 2015 - present
- Exhibitor, *Images of Arlington*, Arlington Center for the Arts, 2015
- Exhibitor, *ACA Arlington Open Studios*, 2017
- Parent Art Teacher Arlington Public Schools, 2003-2004
- Arlington Cultural Council, Recording Secretary, 2011 – 2013
- Former National Titleholder, Chess
- Staff Photographer for The Homesteader, 1992
- Jewelry and Digital Art – 2012 - present
- CPR Certification

Additional Classes:

Biomedical Ethics, Animal Behavior, Spanish, Jazzercise, Adoption, Tai Chi, Laugh Yoga, Yoga, Photography, Adobe Photoshop, Flower Arranging, Pottery, Country Western Line Dancing, Microsoft PowerPoint

OFFICE OF THE BOARD OF SELECTMEN

JOSEPH A. CURRO, JR., CHAIR
STEVEN M. BYRNE, VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 14, 2017

S. Rebecca Holmes-Farley
20 Norfolk Road
Arlington, MA 02476

Re: Reappointment: Arlington Cultural Council

Dear Ms. Holmes-Farley:

Please be advised that the Board of Selectmen will be discussing your reappointment to the above-named at their meeting to be held on Monday, November 20th at 7:15 p.m. in the Selectmen's Chambers, Town Hall, 2nd Floor. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Vote: Special Municipal Employee/Department of Public Works

Summary:

Michael Rademacher, Director, Department of Public Works

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	SME_Paul_Flynn.pdf	Request from DPW Director, Memorandum from Fire Chief

DEPARTMENT OF PUBLIC WORKS

51 Grove Street
Arlington, Massachusetts 02476
Fax (781) 316-3109



Town of Arlington

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02476
2017 NOV -3 AM 11:51

November 1, 2017

Town Clerk

Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

RE: Chapter 268A, Section 20(b)(3) Certification

To Whom It May Concern:

On behalf of the Town of Arlington Department of Public Works, I have offered part-time work as a Snow & Ice Contractor to Paul Flynn who is currently employed full-time as a **Firefighter** with the Town of Arlington, **Fire Department**. The duties of a Snow & Ice Contractor are outside Paul's regular duties with the Arlington Fire Department and will be done outside of his/her regular working hours. The Department of public works will compensate him for not more than **500 hours per year**. I hereby certify that the contract for a Snow & Ice Contractor has been publicly noticed or – if applicable – competitively bid, and that the Department of Public Works does not have sufficient staff available to perform the duties of a Snow & Ice Contractor.

By their signatures below, members of the board of Selectmen approve the exemption of Paul Flynn from G.L. c. 268A, & 20(a), for the purposes of the contract described herein.

Signed,

A blue ink signature of Michael Rademacher, written in a cursive style.

Michael Rademacher, Director of DPW

Approved,
Arlington Board of Selectmen:


DATE: _____



Arlington Fire Department Town of Arlington

Administrative Office
411 Mass Ave, Arlington, MA 02474
Phone: (781) 316-3801 Fax: (781) 316-3808
Email: rjefferson@town.arlington.ma.us

Robert J Jefferson
Fire Chief

Memo to: Michael Rademacher, Director of Public Works
From: Robert J Jefferson, Fire Chief 
Date: October 18, 2017
Subject: Fire Department employees plowing for DPW

I am aware and do not oppose Firefighter Paul Flynn plowing for the town, as a private contractor, while off duty from his Fire Department schedule.



Town of Arlington, Massachusetts

**Requests: a) First Lights, Whittamore Park @ Jefferson Cutter House, Thursday, November 30; and
b) Free Parking Saturdays in the Russell and Water Street Municipal Lots for Holiday Shopping**

Summary:

Beth Locke, Executive Director, Arlington Chamber of Commerce

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Chamber_of_Commerce.pdf	Request from Chamber of Commerce



November 15, 2017

Ms. Marie Krepelka
Board of Selectman
Arlington Town Hall
730 Massachusetts Avenue
Arlington, MA 02476

Dear Marie,

The Arlington Chamber of Commerce would like to request that the Board of Selectman approve the following dates for free parking in the Russell and Water Street Municipal Lots to help in promoting local holiday shopping.

Saturday, November 25, 2017

Saturday, December 2, 2017

Saturday, December 9, 2017

Saturday, December 16, 2017

Saturday, December 23, 2017

First Lights in Whittemore Park will take place on Thursday, November 30 from 6:00 pm - 8:00 pm. We'd like to invite the Board of Selectman to join us that evening. I will send a separate email invitation.

Please contact me at the Chamber office at 781-643-4600 with any questions. Thank you for your help.

Best regards,

Beth Locke
Executive Director
Arlington Chamber of Commerce



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 12/5/17 @ Robbins Memorial Town Hall for ' Celebration of Organization'

Summary:

DeAnne Dupont, President, Food Link

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Food_Link_Special_Application.pdf	Special Beer and Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant:

Food Link. DeAnne Dupont, President

Address, phone & e-mail contact information:

132 Oldham Rd., Arlington, Ma 781-641-0041 ddupont@foodlinkma.org

Name & address of Organization for which license is sought:

same

Does this Organization hold nonprofit status under the IRS Code? ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above):

Ed Garland, Premier Bartending

Address, phone & e-mail contact information:

PO Box 540310, Waltham Ma. 781-223-5001 egarland@premierbarservice.com

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? ☐ no ☐ If so, please give date(s) of Special Licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

NO

24-Hour contact number for Responsible Manager of Alcohol Event date:

781-223-5001

Title of Event:

Celebration of Organization

Date/time of Event:

Tues., December 5, 2017 5:00 pm - 9:00 pm

Location of Event:

Arlington Town Hall

Location/Event Coordinator:

Patsy Kraemer

Method(s) of invitation/publicity for Event:

invitation to volunteers in program

Number of people expected to attend:

140

Expected admission/ticket prices:

\$0

Expected prices for food and beverages (alcoholic and non-alcoholic):

Beer \$5 Wine \$7

Will persons under age 21 be on premises?

Yes

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

Bartenders will ID everyone

Have you consulted with the Department of Police Services about your security plan for the Event?

yes - see attached

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Date _____

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey P. Roteau date 11/16/17
Off. Corey P. Roteau
Printed name/title

POLICE COMMENTS:

Beer must be purchased directly from Boston Beer Company (not at local package store).

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

beer/wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

sweet and savory substantial tapas, waters, juices

Who will be responsible for serving alcoholic beverages at the Event?

Premier Bartending Service

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS Certification

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

see attached

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc)

Boston Beer Corporation, The Boston Beer Company Boston, Ma. (8 cases) 24 bottles @ 12 ozs.

Atlas Liquors, Medford - wine

Date of Delivery:

Tuesday, 12/5/2017 pick up by Food Link for beer - Atlas Liquors will delivery wine on Tuesday, December 5th.

Alcohol Serving Time (s): 5:30 - 7:30 pm

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Food Link will keep left overs. Atlas Liquors will pick up left over wine.

Date of Pick-Up: 12/6/2017

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

attached

**Please submit this completed form and filing fee to the Board of Selectmen
at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.**

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: _____

Printed name: DeAnne Dupont

Printed title & Organization name: President Food Link

Email: ddupont@foodlink ma.org



ROBBINS MEMORIAL TOWN HALL AUDITORIUM

730 Massachusetts Avenue, Arlington, Ma. 02476

12 November 2017

SECURITY PLAN FOR FOOD LINK FUNDRAISER

A fundraiser sponsored by the Arlington Food Link - will be held on Tuesday, December 5, 2017, at Arlington Town Hall. The event is scheduled for 5:30 pm to 9:00 pm.

An Alcohol Permit Application has been submitted to the Selectmen's Office.

This is the Security Plan.

We anticipate approximately 140 guests to attend. We anticipate some attendees will be under age.

Patsy Kraemer will be the event coordinator for the event. Greg Stathopoulos will be the custodian for the event.

The food will be provided by various entities, including Arlington Whole Foods, Trader Joe's, Food Link, and Lex Eat Together. Premier Bartending will provide the certified bartender.

A fire services detail will be hired for the event. This officer will be available to help with any emergency situations that may arise.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.



eTIPS On Premise 2.0 SSN: XXX-XX-XXXX
Issued: 11/18/2015 Expires: 11/18/2018
ID#: 4129771 D.O.B.: XX/XX/XXXX

Allan J Gray
Capers Catering
21 Emerson St
Stoneham, MA 02180-2053

For service visit us online at www.gettips.com



GORDWAL-02

JHOGAN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/10/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Roblin Insurance Agency 144 Gould Street Suite 100 Needham, MA 02494	CONTACT NAME:		
	PHONE (A/C, No, Ext): (781) 455-0700	FAX (A/C, No): (781) 449-8976	
	E-MAIL ADDRESS: certificates@roblininsurance.com		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Mount Vernon Fire Co		
INSURED Premier Catering & Bar Service LLC PO Box 540310 Waltham, MA 02454	INSURER B : StarStone National Insurance Company		25496
	INSURER C : U.S. Liability Ins. Co.		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BINDER	03/11/2017	03/11/2018	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							HIRED NONOWNED \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
B	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			88915C175ALI	03/11/2017	03/11/2018	EACH OCCURRENCE \$ 5,000,000
	DED <input type="checkbox"/> RETENTION \$						AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
C	Liquor Liability			CL1569703C	03/11/2017	03/11/2018	per Occurrence 1,000,000
C	Liquor Liability			CL1569703C	03/11/2017	03/11/2018	Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Town of Arlington is additional insured with regard to liability of the named insured.

CERTIFICATE HOLDER

CANCELLATION

Town of Arlington
Town Hall
730 Massachusetts Ave.
Arlington, MA 02476

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 12/9/17 @ Robbins Library Reading Room for a Private Event

Summary:

Nataliya Bregel

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Bregel_Special_Application.pdf	Special Beer and Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: Nataliya Bregel

Address, phone & e-mail contact information: 410 Common Street; Belmont, MA 02478; 617-680-0977; Natasha_bregel@yahoo.com

Name & address of Organization for which license is sought: _____

Does this Organization hold nonprofit status under the IRS Code? ____ Yes ☒ No

Name of Responsible Manager of Organization (if different from above): Michelle Noska

Address, phone & e-mail contact information: 207 Broadway, Arlington, MA 02474; 617-519-6081; michelle@beaujolaiscatering.com

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? ☒ NO ☐ YES If so, please give date(s) of Special Licenses and/or applications and title of event(s). _____

Is this event an annual or regular event? If so, when was the last time this event was held and at what location? **One time event.**

24-Hour contact number for Responsible Manager of Alcohol Event date: **617-519-6081**

Title of Event: **Bat Mitzvah for Bregel Family**

Date/time of Event: **December 9, 2017/ 6:30pm-10:00pm.**

Location of Event: **Robbins Library Reading Room**

Location/Event Coordinator: **Victoria Rose**

Method(s) of invitation/publicity for Event: **Mailed Invitation**

Number of people expected to attend: 100

Expected admission/ticket prices: N/A

Expected prices for food and beverages (alcoholic and non-alcoholic): N/A

Will persons under age 21 be on premises? **Yes- there will be 40 children under the age of 21**

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

The TiPs certified bartender will follow the rules of alcohol service.

Have you consulted with the Department of Police Services about your security plan for the Event?
YES

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Det. Corey P. Roteau Date *11/16/17*
Det. Corey P. Roteau
Printed name/title

POLICE COMMENTS:

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.) **Beer and Wine**

What types of food and non-alcoholic beverages do you plan to serve at the Event? **Water, Soda, Tea, Coffee. See attached Menu**

Who will be responsible for serving alcoholic beverages at the Event? **Aldo D'Oliveira, bartender with Beaujolais Catering**

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TiPs Certified

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Aldo D'Oliveira. DOB May 27, 1968

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) **Atlas Liquors- Medford, MA**

Date of Delivery: **Saturday, December 9, 2017**

Alcohol Serving Time (s): **6:30pm-9:30pm**

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?
Opened bottle will be put in the trunk of designated car by the responsible manager. Unopened will be picked up by Atlas Liquors.

Date of Pick-Up: **Monday, December 11, 2017**

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.) **See attached General and Liquor Liability Insurance and TiPs Certificate.**

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: *Nataliya Bregel*

Printed name: Nataliya Bregel

Printed title & Organization name: Bat Mitzvah for Bregel Family

Email: Natasha_bregel@yahoo.com

Nataliya Bregel
410 Common Street
Belmont, MA 02478
Natasha_bregel@yahoo.com

Robbins Library Reading Room
700 Massachusetts Avenue Arlington, MA 02476

15 November 2017

SECURITY PLAN FOR NATALIYA BREGEL BAT MITZVAH

A Bat Mitzvah will be held on Saturday, December 9, 2017 from 6:30pm-10:00pm at the Robbins Library Reading Room. Alcohol service will end at 9:30pm.

An Alcohol Permit Application has been submitted to the Selectmen's Office.

This is the Security Plan.

We anticipate approximately 90 guests to attend. There will be 50 adults and 40 children under the age of 21.

Victoria Rose, Event Coordinator, will be on site to monitor the use of the Robbins Library. Beaujolais Catering will be catering the event and will provide both the food service and the TiPs Certified bartender. Michelle Noska, Responsible Manager, Beaujolais' staff and bartender, Aldo D'Oliveira, and the event coordinator are all responsible for ensuring that the event runs smoothly.

Parking for the event will be available in the Robbins Library parking lot, Whittemore Robbins House parking lot, and on the side streets, as well as Massachusetts Avenue.

Please advise if there are other items that we need to consider.

This is your Official TIPS® Certification Card.

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

Congratulations!

By successfully completing the TIPS (Training for Intervention Procedures) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or colleagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or we can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,


Michael J. Atetz
TIC

IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

TIPS eTIPS On Premise 2.0

Issued: 6/6/2015

ID#: 4003613

SSN:

Expires: 6/6/2018

D.O.B:

Aldarico G de Oliveira
364 Reservoir ave
Revere, MA 02151

For service visit us online at www.gettips.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/12/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Prescott and Son Insurance Agency, Inc. 963 Eastern Avenue Malden MA 02148		CONTACT NAME: Commercial Lines PHONE (A/C, No, Ext): (781) 322-2350 FAX (A/C, No): E-MAIL ADDRESS:	
INSURED Michele Noska DBA; Beaujolais Catering 207 A Broadway Arlington MA 02474		INSURER(S) AFFORDING COVERAGE INSURER A: Ohio Security Ins Co NAIC # 24082 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL1741225218

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		BK856554619	4/9/2017	4/9/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Expense Mod Factor 1 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	LIQUOR LIABILITY		BK856554619	4/9/2017	4/9/2018	EACH OCCURRENCE \$1,000,000 AGGREGATE \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder name as additional insured

CERTIFICATE HOLDER

CANCELLATION

Town Of Arlington 730 Mass Avenue Arlington, MA 02474	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE J S Scholnick/MPB <i>Joseph S Scholnick</i>

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Town of Arlington, Massachusetts

Arlington Committee on Tourism and Economic Development

Summary:

Bob Tosi Jr. (term to expire 11/30/2020)

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	ATED_request_to_appoint_R._Tosi.pdf	ATED Request to Appoint R. Tosi
▣ Reference Material	R._Tosi_ltr_of_interest.pdf	R. Tosi Letter of Interest

November 14, 2017

Board of Selectmen
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Dear Selectmen,

As chair of the Arlington Committee on Tourism and Economic Development, I request that you appoint Bob Tosi, Jr. to fill a vacancy on the committee. Bob is recognized as a committed volunteer in the community. He is passionate about Arlington and would make an excellent addition to ATED.

We received one additional application. I plan to schedule an interview and hope to be making another recommendation to you soon.

Please contact me if have any questions or need additional information.

Sincerely,
Angela Olszewski

From: "Bob Tosi" <bobtos@verizon.net>
To: <mkrepelka@town.arlington.ma.us>
Cc: <r.tosi@minutemansenior.org>, "Angela Olszewski" <amolszewski@gmail.com>
Date: 10/26/2017 11:22 PM
Subject: A-TED Bob Tosi membership submission

Dear Marie Krepelka

I am writing you to be considered for membership on The Arlington Tourism and Economic Development Committee (A-TED). Among the many volunteer activities I actively engage in I started volunteering at the Arlington Information Booth each month this past season. I feel that my long time membership and involvement with the Cyrus Dallin Museum, Old Schwamb Mill and Arlington Historical Society would benefit the ATED committee. I understand from conversations with Angela Olszewski and other current and former members there are vacancies and a desire for additional members so I request to be considered for one of the committee positions.

Below and attached is my statement of qualifications.

Thanks for your consideration.

Sincerely,

Bob

Robert (Bob) Tosi Jr.

Robert L. Tosi Jr.
14 Inverness Road
ARLINGTON, MA 02476-5708

bobtosj@verizon.net

**Consideration for active membership on Tourism and Economic Development
Committee of Arlington (ATED)**

A life-long Arlington resident from the age of five (1973) who openly displays his home town pride every day. Detail orientated, dedicated and passionate community volunteer seeks to bring his skills and activism to the ATED committee. Commitment to serving Arlington as evidenced by 30 years of service as an elected town meeting member. Deep appreciation of Arlington's history as a Lifetime member of Arlington Historical Society, early supporter and member of Cyrus Dallin Museum and member of Old Schwamb Mill. Actively participated as costumed character in countless Patriots Day Parades and helped organize at both Parade wide level and local organization committee member. Leadership roles include Past Grand Knight of local Knights of Columbus, former Chair of Arlington Council on Aging Board and current President of St Vincent de Paul Society. Professionally work as a Care Manager for Minuteman Senior Services where I assist seniors to safely remain in their homes.

Many personal and professional relationships with local community, business and civic organizations. This past summer volunteered at Arlington Visitor Center and was encouraged by former ATED member Ted Peluso to serve on the committee as he recognizes Bob Tosi as "a doer". Looking forward to working with fellow ATED committee members, Arlington's Economic Development Coordinator, Arlington Chamber of Commerce, Arlington's varied businesses, organizations and all parties to build on Arlington's current reputation as a dining destination to encourage continued economic success to benefit all who live, work or shop in Arlington.



Town of Arlington, Massachusetts

Community Preservation Committee

Summary:

Ann Woodward (term to expire 6/30/2018)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Woodward_appt.pdf	Town Manager request, Meeting notice



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: November 1, 2017
TO: Board Members
SUBJECT: Appointment to the Community Preservation Committee

This memo is to advise the Board of Selectmen that Chairman Curro and I are recommending and intend to appoint Ann Woodward, 245 Renfrew Street, Arlington, MA 02476, to the Community Preservation Committee, with a term expiration date of 6/30/2018.


Town Manager

OFFICE OF THE BOARD OF SELECTMEN

JOSEPH A. CURRO, JR., CHAIR
STEVEN M. BYRNE, VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 9, 2017

Ann Woodward
245 Renfrew Street
Arlington, MA 02476

Re: Appointment: Community Preservation Committee

Dear Ms. Woodward:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, November 20th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Conservation Commission

Summary:

Pamela Heidell (term to expire 6/30/2020)

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	Heidell_appt.pdf	Town Manager request to appoint, Meeting notice



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: October 31, 2017

TO: Board Members

SUBJECT: Appointment to the Conservation Commission

This memo is to request the Board's approval of my appointment of Pamela Heidell, 405 Appleton Street, Arlington, MA 02476, to the Conservation Commission, with a term expiration date of 6/30/2020.


Town Manager

OFFICE OF THE BOARD OF SELECTMEN

JOSEPH A. CURRO, JR., CHAIR
STEVEN M. BYRNE, VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 3, 2017

Pamela Heidell
405 Appleton Street
Arlington, MA 02476

Re: Appointment: Conservation Commission

Dear Ms. Heidell:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, November 20th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Tree Committee

Summary:

Steven Moore (term to expire 11/30/2020)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Moore_appt.pdf	Tree Committee Recommendation, Moore letter of interest, Meeting Notice

Original Message-----

From: MEA <meaarlington@gmail.com>

To: Dan Dunn <dunster@dandunn.org>

Cc: Marie Krepelka <mkrepelka@town.arlington.ma.us>

Date: Thu, 26 Oct 2017 16:17:46 -0400

Subject: Recommend new Tree Committee member

Hi Dan,

The Tree Committee took a vote at its October monthly meeting to recommend Steve Moore for membership to the Arlington Tree Committee. We first met Steve when he volunteered to help with the town tree inventory this summer. Steve has since attended our public monthly meetings. The Committee feels Steve would be a welcome addition to the Committee and we ask for your approval. Please see Steve's letter of interest below.

Thank you in advance for your consideration,

Mary Ellen

Mary Ellen Aronow

Co-chair, Arlington Tree Committee

www.arlingtontrees.org

From: sbm451 <sbm451@gmail.com>
Date: 8/9/17 7:12 PM (GMT-05:00)
To: ellerylyon@gmail.com
Subject: Re: Arlington Tree Inventory

Arlington Tree Committee:

At the last Arlington Tree Committee meeting in July, it was suggested that I prepare an introductory letter about myself and my desire to join the Committee as a member. Although I will not be able to join you tonight for the August meeting, I wanted to send this along.

My name is Steven Moore, and I live at 64 Piedmont Street in Arlington. I have lived there since 1998, and until recently was working for a company that provided support to the US Air Force at Hanscom Air Force Base. Having retired from my position after 21 years with the company, I have been turning to more voluntary pursuits, to include a significant interest in the tree canopy of Arlington. I feel that trees are a very important part of what makes Arlington different from other towns with small lots and tight street design.

Over my years as a property owner, I've been concerned about the degrading quality of the tree canopy in town, and the lack of replacement activity when a tree either comes down, or is preemptively removed. With the new Tree By-law, it's clear to me that the town wants to make a commitment to remedying the problem of a degrading canopy. Coupled with a proactive and engaged Tree Warden, forward thinkers in the town have been working hard on the issue, and I believe the tree inventory is a very important first step.

I am hoping to contribute to the next phases of the canopy preservation and diversification effort, considering that now I have the time available to do so. In support of this, I would like to offer my time and services to the Arlington Tree Committee as a member, and work to preserve one of the things that I believe helps make Arlington unique.

Thanks for your consideration,

Steven Moore
64 Piedmont Street
Arlington

OFFICE OF THE BOARD OF SELECTMEN

JOSEPH A. CURRO, JR., CHAIR
STEVEN M. BYRNE, VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 9, 2017

Steven Moore
64 Piedmont Street
Arlington, MA 02476

Re: Appointment: Tree Committee

Dear Mr. Moore:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, November 20th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Wine & Malt License Change of Manager

Summary:

Sugo Cucina Italiana/RJM Inc., 162 Massachusetts Avenue
Rudolph Maniscalco

ATTACHMENTS:

Type	File Name	Description
Reference Material	Ref_Mat_11.20.17_Sugo_Change_of_Mgr.pdf	Sugo Change of Manager



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

AMENDMENT APPLICATION FOR A CHANGE OF MANAGER

Please complete this entire application, leaving no fields blank. If field does not apply to your situation, please write N/A.

1. NAME OF LICENSEE (Business Contact)

RJM INC 162 MASS AVE.

ABCC License Number

003000068

City/Town of Licensee

Arlington MA.

2. APPLICATION CONTACT

The application contact is required and is the person who will be contacted with any questions regarding this application.

First Name:

Rudolph

Middle:

W

Last Name:

MANISCALCO

Title:

OWNER / DIRECTOR

Primary Phone:

857.222.5356

Email:

RUDY5810@GMAIL.COM

3. BUSINESS CONTACT

Please complete this section **ONLY** if there are changes to the Licensee phone number, business address (corporate headquarters), or mailing address.

Entity Name:

Primary Phone:

Fax Number:

Alternative Phone:

Email:

Business Address (Corporate Headquarters)

Street Number:

162 MASS AVE

Street Name:

MASSACHUSETTS AVE.

City/Town:

Arlington

State:

MA

Zip Code:

02474

Country:

USA

Mailing Address

☒ Check here if your Mailing Address is the same as your Business Address

Street Number:

Street Name:

City/Town:

State:

Zip Code:

Country:

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

4. MANAGER CONTACT

The Manager Contact is required and is the individual who will have day-to-day, operational control over the liquor license.

Salutation First Name Rudolph Middle Name W Last Name MANISCALCO Suffix

Social Security Number Date of Birth

Primary Phone: 781-648-0005 Email: Rudy5810@GMAIL.COM

Mobile Phone: 857-222-5356 Place of Employment SOGO CUCINA

Alternative Phone: Fax Number 781-648-0027

Citizenship / Residency / Background Information of Proposed Manager

Are you a U.S. Citizen? ☒ Yes ☐ No

Have you ever been convicted of a state, federal, or military crime? ☐ Yes ☒ No
If yes, attach an affidavit that lists your convictions with an explanation for each

Have you ever been Manager of Record of a license to sell alcoholic beverages? ☒ Yes ☐ No

If yes, please list the licenses for which you are the current or proposed manager: SOGO CUCINA

Do you have direct, indirect, or financial interest in this license? ☒ Yes ☐ No

If yes, percentage of interest 100%

If yes, please indicate type of Interest (check all that apply):

<input type="checkbox"/> Officer	<input checked="" type="checkbox"/> Sole Proprietor
<input type="checkbox"/> Stockholder	<input type="checkbox"/> LLC Manager
<input type="checkbox"/> LLC Member	<input type="checkbox"/> Director
<input type="checkbox"/> Partner	<input type="checkbox"/> Landlord
<input type="checkbox"/> Contractual	<input type="checkbox"/> Revenue Sharing
<input type="checkbox"/> Management Agreement	<input type="checkbox"/> Other

Please indicate how many hours per week you intend to be on the licensed premises 60 to 80

Employment Information of Proposed Manager

Please provide your employment history for the past 10 years

Date(s)	Position	Employer	Address	Phone
2007-2011	MANAGER	GRATON GROUP	1085 MASS AVE	
2005-2007	SERVER	Copia	CHARLES TOWN MA	
2000-2004	SERVER	CAFE ESCADVILLE	BURKINGTON MA	

Prior Disciplinary Action of Proposed Manager

Have you ever been involved directly or indirectly in an alcoholic beverages license that was subject to disciplinary action? If yes, please complete the following: NO

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

APPLICANT'S STATEMENT

I, *Reidolph Munnich* the: ☒ sole proprietor; ☐ partner; ☐ corporate principal; ☐ LLC/LLP member
Authorized Signatory

of *RJM INC.*, hereby submit this application for *Change of Manager*
Name of the Entity/Corporation Transaction(s) you are applying for

(hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature: *Reidolph Munnich*

Date: *10/18/17*

Title: *OWNER / Director*



Town of Arlington, Massachusetts

Request: Sons of Italy Late Night Event, 11/25/17-11/26/17

Summary:

Sons Of Italy, 19 Prentiss Road, Thomas Caccavaro

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Ref_Mat_11.20.17_Sons_of_IItaly.pdf	letter

AGREEMENT FOR TEMPORARY INCREASE IN HOURS

Licensee: Alosia Club/Sons of Italy

Licensed Premises: 19 Prentiss Road

License No.: 003000009

License Type: All Alcohol Club

Expiration Date: 12/31/17

The license-holder referenced above has requested a one-day increase in its regular hours of operation to allow it to stay open until 1:00 am on November 26, 2017, which represents an extension of its regular closing time of 12/Midnight on November 25, 2017.

In the event that the Board of Selectmen, as the local licensing authority, grants this request and in consideration thereof, the license-holder hereby (1) agrees to an immediate decrease in hours back to its regular closing time as of the first day the license-holder is open for business following the one-day increase described above; and (2) waives any right to notice or a public hearing under G.L. c. 138, § 12, ¶ 6, prior to returning to its regular hours.

This waiver shall apply only to the change in hours described herein and not to any decrease in hours that may arise in the future.


License Holder/Authorized Representative

11/4/17
date



Town of Arlington, Massachusetts

Request: Menotomy Grill & Tavern Late Night Event, 12/31/17-1/1/18

Summary:

Menotomy Grill & Tavern, 25 Massachusetts Avenue, William Lyons

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Ref_Mat_11.20.17_Menotomy.pdf	Menotomy letter & document



TOWN OF ARLINGTON

ARLINGTON, MA

DATE: 11/09/2017

SUB: PERMISSION/ APPROVAL FOR ONE-TIME LATE NIGHT EVENT AT MENOTOMY GRILL AND TAVERN

DEAR SIR/MADAM:

IN AN EFFORT TO KEEP THE CELEBRATION IN ARLINGTON, WE ARE ASKING FOR A ONE HOUR EXTENSION ON THE LIQUOR LICENSE FOR NEW YEARS EVE.

THIS WOULD BE A SPECIAL ONE-TIME EVENT CELEBRATING THE NEW YEAR AND FOOD WILL BE PROVIDED THROUGHOUT THE ENTIRE EVENT.

PLEASE GIVE US PERMISSION TO REMAIN OPEN UNTIL 1:00AM ON JANUARY 1, 2018.

PLEASE CONTACT ME ANY TIME WITH ANY QUESTIONS REGARDING THIS EVENT.

SINCERELY,

WILLIAM LYONS, OWNER AND OPERATIONAL MANAGER

MENOTOMY GRILL AND TAVERN

25 MASSACHUSETTS AVENUE* ARLINGTON, MA 02474* 781-648-1775

www.menotomygrill.com

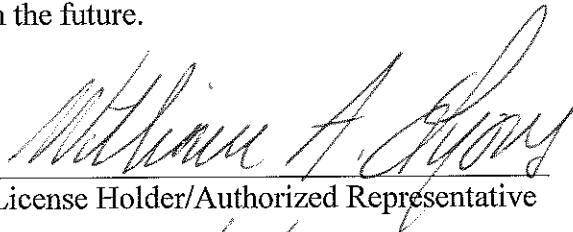
AGREEMENT FOR TEMPORARY INCREASE IN HOURS

Licensee: Menotomy Grille LLC
Licensed Premises: 25 Massachusetts Avenue
License No.: 0030-00062
License Type: All Alcohol Restaurant
Expiration Date: 1/1/18

The license-holder referenced above has requested a one-day increase in its regular hours of operation to allow it to stay open until 1:00 am on January 1, 2018, which represents an extension of its regular closing time of 12/Midnight December 31, 2017.

In the event that the Board of Selectmen, as the local licensing authority, grants this request and in consideration thereof, the license-holder hereby (1) agrees to an immediate decrease in hours back to its regular closing time as of the first day the license-holder is open for business following the one-day increase described above; and (2) waives any right to notice or a public hearing under G.L. c. 138, § 12, ¶ 6, prior to returning to its regular hours.

This waiver shall apply only to the change in hours described herein and not to any decrease in hours that may arise in the future.



License Holder/Authorized Representative



Date



Town of Arlington, Massachusetts

Arlington Public Art Update

Summary:
Cecily Miller



Town of Arlington, Massachusetts

For Approval: Opening of Warrant for Annual Town Meeting 2018

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	Town_ByLaws_.pdf	Town By-Laws re: Warrant Opening for ATM
▣ Reference Material	OPENING_OF_WARRANT_FOR_ATM.doc	Opening of Warrant for ATM 2018

TITLE I

GENERAL GOVERNMENT

ARTICLE 1 TOWN MEETINGS

Section 1. Date of Annual Meeting and Adjournment (ART. 93, ATM - 05/23/88) (ART. 12, ATM - 05/09/94)

The Annual Town Meeting for the purposes of conducting the regular Town Election of Town officers including Town meeting members, and for the submission of questions to the voters of the Town, if required to be submitted thereat, shall be held annually on the first Saturday of April unless the Selectmen vote not later than February 1 to establish another date in order to better suit the public convenience for reasons it shall determine including, but not limited to, conflicts with the observance of religious holidays. Said election shall be considered part of the Annual Town Meeting held in that year. All articles in the warrant for any regular Town meeting to be acted upon and determined otherwise than by ballot shall be considered at a Town meeting to be held annually on the fourth Monday in April, at eight o'clock in the evening.

Section 2. Call of Meetings (ART. 21, ATM - 04/29/96) (ART. 7, ATM - 04/28/03) (ART. 21, ATM - 05/11/11)

The Selectmen shall, before calling a Town Meeting, post a notice of their intention to do so in each municipal and school building in the Town at least five days before opening the Warrant calling the meeting. The Warrant for any Annual Town Meeting shall open not later than the first week of December nor shall it be closed earlier than the last Friday of the following January. Furthermore, the Selectmen shall make a written request to the Town's licensed cable television provider to place notice of the opening of the Warrant on a cable channel designated for community notices. Additionally, the Selectmen shall make a written request to one local newspaper to inform residents of the opening of the Warrant.

OFFICE OF THE BOARD OF SELECTMEN

JOSEPH A. CURRO, JR., CHAIR
STEVEN M. BYRNE, VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

OPENING OF WARRANT FOR ANNUAL TOWN MEETING

At their meeting of Monday, November 20, 2017 at 7:15 p.m. the Selectmen voted to open the Warrant for the Annual Town Meeting. The Annual Town Meeting will take place on Monday, April 23, 2018 at 8:00 p.m. in the Arlington Town Hall. The Warrant will open Tuesday, December 5, 2017 at 8:00 a.m. and will remain open until 12:00/Noon on Friday, January 26, 2018.

_____	SELECTMEN
_____	OF THE
_____	TOWN
_____	OF
_____	ARLINGTON

A true copy.
Attest:

Constable, Town of Arlington

Date: _____



Town of Arlington, Massachusetts

Vote: Special Town Meeting, February 12, 2018

Summary:

Adam W. Chapdelaine, Town Manager



Town of Arlington, Massachusetts

For Approval: Opening of Warrant for Special Town Meeting

ATTACHMENTS:

Type	File Name	Description
<input type="checkbox"/> Reference Material	Opening_of_Warrant_Special_Town_Meeting__2.5.18.doc	Reference

OFFICE OF THE BOARD OF SELECTMEN

JOSEPH A. CURRO, JR., CHAIR
STEVEN M. BYRNE, VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

OPENING OF WARRANT FOR SPECIAL TOWN MEETING

February 12, 2018

At their meeting of Monday, November 20, 2017 the Selectmen voted to open the Warrant for a Special Town Meeting. The Special Town Meeting will take place on Monday, February 12, 2018 at 8:00 p.m. in the Arlington Town Hall. The Warrant will open Wednesday, December 6, 2017 at 8:00 a.m. and will remain open until 4:00 p.m.

_____	SELECTMEN
_____	OF THE
_____	TOWN
_____	OF
_____	ARLINGTON

A true copy.
Attest:

Richard T. Boyle
Constable, Town of Arlington

Date: _____



Town of Arlington, Massachusetts

Discussion: Comptroller Recruitment Process

Summary:

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Ref_Mat_11.20.17_R._Viscay.pdf	R.Viscay Letter
▢ Reference Material	Comptr_11_20_17_(1).pdf	A.Chapdelaine Memo
▢ Reference Material	Comptroller_Recruitment_Process_2017_(1).pdf	C.Malloy Recruitment Process
▢ Reference Material	Exhibit_A_Proposed_Org_Chart_Finance_Department_(1).pdf	Exhibit A Org Chart
▢ Reference Material	Comptroller_November_2017_(2).pdf	Comptroller Job Description Draft

November 17, 2017

Mr. Joseph Curro
Chairman, Arlington Board of Selectmen
730 Massachusetts Ave.
Arlington, MA 02476

Dear Mr. Curro:

This letter is to inform you that I wish to tender my resignation, effective January 5, 2018.

I would like to express my gratitude to the Board of Selectmen for hiring me as Comptroller and the support that the Board has given me during my employment with the Town of Arlington.


This decision was not an easy one and involved many hours of thoughtful consideration, particularly with regard to my family and my future. The opportunity to serve the city in which my family and I live, where we own property, and where my daughter attends high school, was one that I could not pass.

Serving the Town of Arlington has been very rewarding and I am sad leave many of the great friends I have made. Working with the great leadership team of the Town over the past two and a half years will definitely serve me well as I continue my career in municipal finance.

My main thoughts now are to complete some of my current responsibilities and to assist in any way possible to make for a smooth transition for my replacement.

Thank you again for providing me the opportunity to serve as Comptroller, I am truly grateful.

Sincerely,



Richard Viscay

Cc: Steven Byrne, Vice Chair, Board of Selectmen
Kevin Greeley, Board of Selectmen
Diane Mahon, Board of Selectmen
Daniel Dunn, Board of Selectmen
Marie Krepelka, Administrator, Board of Selectmen
Adam Chapdelaine, Town Manager
Caryn Malloy, Human Resource Director



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Members of the Board of Selectmen

From: Adam Chapdelaine, Town Manager

RE: Proposed Comptroller Recruitment Process & Interim Strategy

Date: November 20, 2017

As the Board is aware, Richard Viscay, Comptroller, plans to resign effective December 29, 2017. As I am sure you are aware, Richard has been an invaluable part of the financial team here in Arlington and his contributions will be missed.

In order to begin the process of recruiting a replacement for Richard, I am requesting authorization of the Board on several items contained within this agenda item. They are as follows:

- 1) Approval of the proposed recruitment and screening process (attached) as provided by Human Resources Director, Caryn Malloy.
- 2) Consider approval of the updated job description also attached to this agenda item. This updated job description has been reviewed by the Town Manager, Deputy Town Manager, and the Human Resources Director.
- 3) Authorization to work with the Deputy Town Manager and Comptroller to identify options for interim accounting services to assist the Town during the time between Richard's departure and his replacements start date. Once a satisfactory option has been screened and vetted, I will plan to return to the Board for approval.

I would also like to request that the Board entertain a discussion of using this vacancy as an opportunity to move the Comptroller under the authority of the Town Manager and thereby allow for the creation of Town Finance Department. As you know, this has been a long time goal of mine. I have attached a draft organizational chart to aid in that discussion.



TOWN OF ARLINGTON

HUMAN RESOURCES DEPARTMENT

730 MASSACHUSETTS AVENUE, ARLINGTON, MA 02476
PHONE (781) 316-3120 FAX: (781) 316-3129

CARYN COVE MALLOY
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Joe Curro, Board of Selectmen Chairman
Adam Chapdelaine, Town Manager

FROM: Caryn Malloy, Human Resource Director

RE: Proposed Comptroller Recruitment and Hiring Process

DATE: November 17, 2017

For your consideration I have outlined a process with the goal of supporting the Board of Selectmen in the recruitment and hiring of a highly skilled accounting professional to serve as the Town's next Comptroller. It is largely based on the recruitment process from 2015.

1. Advertising – As soon as the Board of Selectmen authorizes a process, I recommend that we advertise on the following websites: LinkedIn, Boston.com (Monster), Massachusetts Municipal Association, Massachusetts Government Finance Officers Association, and Massachusetts Municipal Accountants and Auditors Association. I recommend that we leave the position open for approximately four weeks. An updated position description is attached to this memo for the Board's review. The updates made to the position description reflect the elimination of managing telephone equipment and systems as well as some minor edits to more accurately reflect the position.
2. Selection Panel – I recommend a panel lead by Chairman Curro or his Selectman designee, Town Manager Adam Chapdelaine, Treasurer Dean Carman, and School Finance Officer John Danizio. I would also serve on the committee in my capacity as Human Resource Director. This panel would be convened shortly after the deadline for applications to meet and select candidates for interview.
3. Process – I envision two rounds of interview with the panel. The first round would be a shorter interview with the panel followed by an assessment exercise developed under Deputy Town Manager Sandy Pooler's financial expertise. Once the field has been narrowed, the second round would consist of an additional panel interview with two assessment exercises of greater complexity to further evaluate skills essential for the successful candidate. If the Chair or Selectman designee is satisfied after these two rounds that there is a clear and excellent choice to recommend to the full Board, I would then check

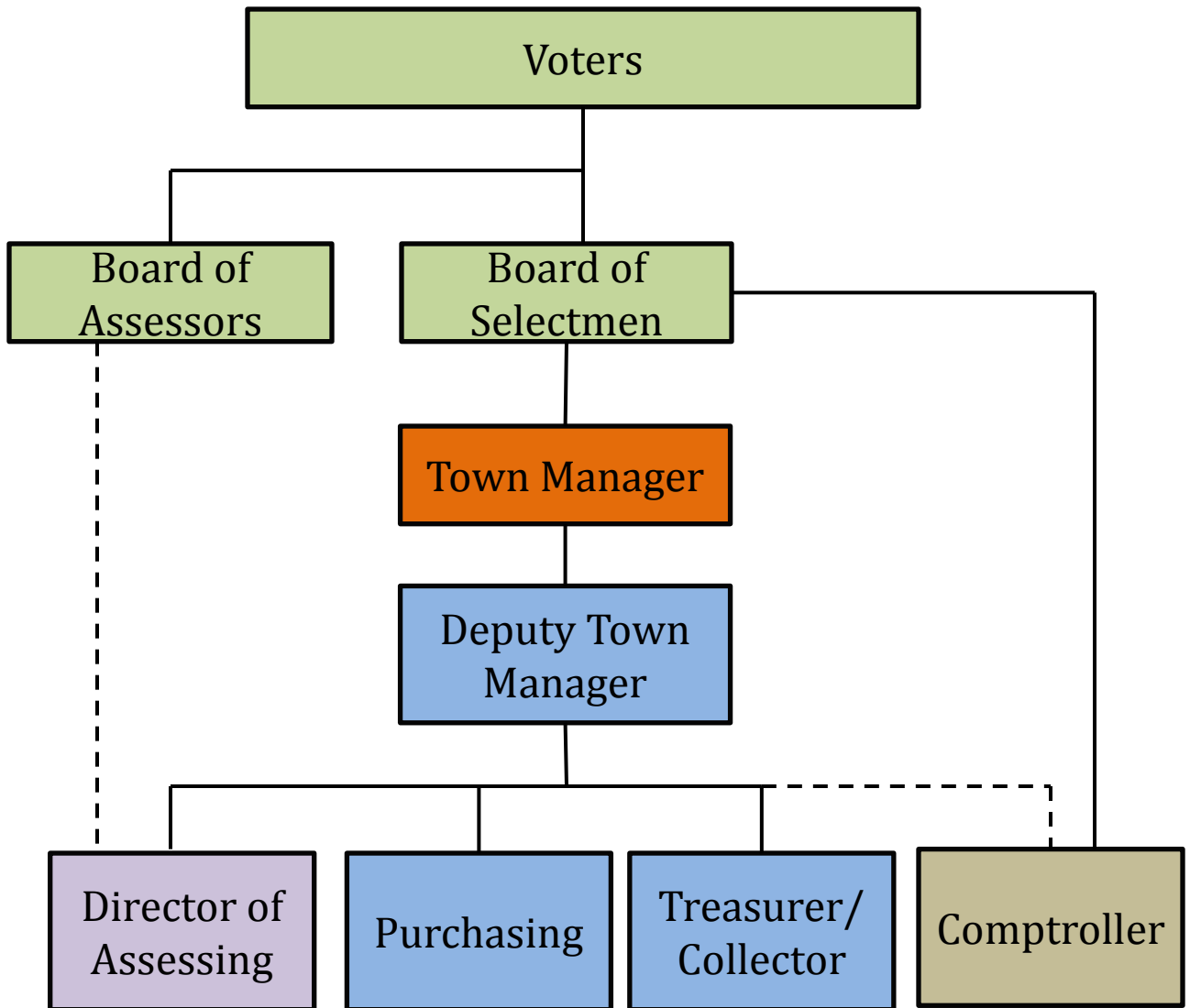
that person's references and confirm that they are comfortable with being interviewed before the full Board in open session.

4. Appointment - If the Board is in support of confirming of the candidate presented to them, they could entertain a motion to have the Chairman enter into discussions with the candidate on the terms of employment and start date.
5. Summary – If all goes smoothly this process would result in the Board being presented with a candidate by early February 2018.

I look forward to working with you in this very important hiring process. Please do not hesitate to contact me should you have any questions.

Exhibit A

Proposed Organizational Structure of Finance Department



Appointed by
Town Manager
in consultation
with BoA

Appointed
by Town
Manager

Appointed by
Town
Manager in
consultation
with BoS

Appointed
by the Board
of Selectmen

COMPTROLLER

Definition

The Comptroller has responsible fiscal and general management responsibilities developing and maintaining financial records and controlling cash flow of all town funds, preparing and reviewing budgetary materials, exercising budget control and serving as the municipal expert in the MUNIS accounting system; all other related work, as required.

Supervision

Works under the administrative direction of the Board of Selectmen, in accordance with applicable Massachusetts General Laws, town bylaws and established standards. The incumbent will be expected to report to the Board of Selectmen upon request in regard to financial matters of the Town, including but not limited to, year to date budget reports, financial statements, and audit related documents. The incumbent will also be subject to an annual performance review by the Board of Selectmen.

Performs a variety of complex and highly responsible duties requiring extensive judgment and initiative in planning, organizing, and directing the town's finances, as well as ensuring that all municipal transactions conform to law and sound municipal accounting practice.

Supervisory Responsibilities

Directly supervises full-time (currently four) employees, in addition to indirect supervision of full-time and part-time employees.

Work Environment

Work is performed under typical office conditions; work environment is quiet. The workload is subject to seasonal fluctuations, as well as unplanned events. ~~The employee is required to respond to equipment-related emergencies.~~ The employee is frequently required to attend evening meetings and meetings outside of normal business hours.

The employee operates standard office equipment and computers.

The employee has contact with town employees, town meeting members, committee members and vendors and minimal contact with the general public. Contact is by primarily telephone or e-mail.

The employee has access to department-related confidential information, including personnel files, bid documents, and law suits.; ~~criminal investigations and collective bargaining negotiations.~~

Errors could result in delay or loss of service, monetary loss, and legal repercussions.

Essential Duties and Responsibilities

The essential functions or duties listed below are intended only as illustrations of the

As amended November 2017

*Arlington, Massachusetts
Comptroller*

various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Works cooperatively with the Town Manager, Deputy Town Manager, School Chief Financial Officer, and other Town and School financial officials in the day to day management of Town and School finances.

Manages the daily operation of the Comptroller's office, including supervision of professional and administrative staff; disciplines and evaluates the performance of staff; provides training to staff to ensure maximum efficiency.

Reviews and approves bills, drafts, purchase orders and payroll to ensure proper calculations, correct appropriation charges in accordance with town meeting votes, and ensure against fraudulent, unlawful or excessive payments; verifies and draws warrants upon town treasury for payment.

Oversees and maintains a complete set of records of account appropriations, expenditures, revenues, assessments and abatements according to statutes, bylaws and regulations; maintains storage of documents in accordance with record retention laws; examines and retains custody of all town contractual agreements; maintains a register of surety bonds of indemnity turned over to the town and maintains debt management records; maintains current knowledge of all related laws and regulations.

Prepares and distributes recurrent or special reports to comply with administrative orders, federal and state grants, and similar requirements.

Coordinates the annual municipal audit.

Provides guidance to all town departments and agencies on operation procedures in financial management; briefs responsible officials on proper submittal of bills and invoices; provides town officials with periodic balances in appropriation and other accounts. Works closely with financial leadership of the Town in the Tax Recapitulation process including preparation of all appropriation and fund balance information.

Develops ~~budget chart of account~~-classification systems and ~~provides assistance to department heads and other agencies in preparing annual budget requests and salary projections~~; provides assistance on proper budgetary controls, including furnishing current data.

~~In cooperation with other Town Departments manages all town/school telecommunications equipment to ensure reliable and up-to-date service. Works cooperatively with the Chief Information Officer in the investigation, development and transition to new telecommunications technologies.~~

| Serves as an ex-officio member of the Contributory Retirement System Board.

Serves on the Capital Planning Committee and other committees as required.

Performs other similar or related duties, as required or as situation dictates.

Recommended Minimum Qualifications

Education and Experience

Bachelor's Degree in finance, accounting or a related field; five years of experience in municipal or governmental accounting and law, including supervisory experience; or an equivalent combination of education and experience. Ability to obtain and maintain status as a Certified Governmental Accountant.

Knowledge, Ability and Skill

Thorough knowledge of municipal accounting principles and practices and budgetary functions; thorough knowledge of the organization and operation of town departments and of legal controls over municipal finance in the Commonwealth.

Ability to analyze and interpret financial data and to present findings clearly in written and oral form. Ability to prepare and manage budgets. Ability to establish and maintain cooperative relationships with subordinates, town officials and governmental representatives. Ability to work independently and exercise judgment.

Skill and accuracy in working with numbers and detail. Diagnostic and problem-solving skills. Excellent computer skills including, MUNIS, word processing, and spreadsheet applications; exceptional knowledge and expertise in municipal accounting systems including the ability to produce specific and generalized reports. Excellent organizational skills.

Physical Requirements

Minimal physical effort is required to perform duties under typical office conditions; the employee may be required to move files and computer equipment. The employee is frequently required to sit, speak and hear and use hands to operate equipment. Vision requirements include the ability to read routine and complex documents and use a computer.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.

As amended April 2015

Arlington, Massachusetts
Comptroller

As amended April 2015

*Arlington, Massachusetts
Comptroller
4*



Town of Arlington, Massachusetts

Discussion & Vote: Alton Street Loading Zone Revised Proposal

Summary:

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Memo_to_Town_Manager>Loading_Zone_(4).pdf	Loading Zone Memo



TOWN OF ARLINGTON
MASSACHUSETTS 02476
781 - 316 - 3090
DEPARTMENT OF PLANNING &
COMMUNITY DEVELOPMENT

M E M O R A N D U M

To: Adam Chapdelaine, Town Manager
Cc: Jennifer Raitt, Director of Planning & Community Development
From: Ali Carter, Economic Development Coordinator
Date: November 17, 2017
Re: Loading Zone at Alton Street and Broadway Plaza

Proposal: Create a loading zone on Alton Street which would be active Monday-Friday from 8 a.m. to 3 p.m.

Below is a table detailing the complaints received about trucks parked illegally on Alton Street throughout August and September of this year.

Truck complaints on Alton Street		
Day of Week	Date	Time and duration of parking
Thursday	8/10/2017	10:40-11:06 am
Thursday	8/10/2017	11:55 am-12:12 pm
Thursday	8/10/2017	12:12-12:30 pm
Friday	8/11/2017	2:30 PM
Friday	8/11/2017	3:54-4:17 pm
Monday	8/14/2017	9:20-9:40 am
Thursday	8/17/2017	10-10:15 am
Thursday	8/17/2017	3:25-3:42 pm
Friday	8/18/2017	11:03-11:14 am
Friday	8/18/2017	12-12:15 pm
Wednesday	8/23/2017	12:15-12:58 pm
Wednesday	8/23/2017	1:15 PM
Wednesday	8/23/2017	5:50-6:13 pm
Thursday	8/31/2017	1-1:38 pm
Thursday	8/31/2017	2:30-2:50 pm
Friday	9/1/2017	1:15-1:30 pm
Wednesday	9/6/2017	1:15-1:36 pm
Wednesday	9/6/2017	3:15-3:35 pm
Thursday	9/7/2017	12:25-12:40 pm
Thursday	9/7/2017	12:50-1:15 pm
Thursday	9/7/2017	1:20-1:35 pm
Thursday	9/7/2017	1:40-2:20 pm
Friday	9/8/2017	11:20-11:40 am
Friday	9/8/2017	1-1:20 pm
Friday	9/8/2017	2:40-3 pm
Friday	9/8/2017	4:15-4:35 pm
Saturday	9/9/2017	early afternoon
Monday	9/11/2017	10:40-10:59 am

There is only one complaint about a Saturday delivery, which was registered on Monday 9/11.

This table details the delivery schedules of Broadway Plaza businesses

Broadway Plaza Business Delivery Schedules			
Business	Days of Week	Timeframe	Notes
Fusion Taste	M-F	11:30 am-3 pm	
Common Ground	M-F	8 am-3 pm	
Brickstone Café	M-F	8 am-3 pm	
Twyrl	M-F	8 am-3 pm	
Caffe Nero	M-Sat	Before 10 am; Noon at latest	
Starbucks	7 days	4:30 PM	Delivery on Medford Street
Regent Theatre	Sporadic		On Medford Street in owner's car
Woo Ri	Sporadic		On Medford Street in owner's car

There are 5 businesses that offer lessons on Broadway Plaza. The two on Alton Street start lessons at approximately 3 p.m. on weekdays and at 9 a.m. on weekends. The three on Medford Street start at approximately 2:15 p.m. on weekdays and 9 a.m. on weekends.

There are two businesses that receive deliveries on the weekend---Caffe Nero and Starbucks. Starbucks deliveries occur regularly on Medford Street and are not the subject of complaints. Caffe Nero's manager said the delivery truck that comes on Saturday can deliver behind the building.

While conducting this survey, many of the business owners stated that an earlier ending to the designated loading timeframe would incentivize their vendors to deliver earlier in the day. They do not want deliveries in the late afternoon, as it is disruptive to their schedules. Some businesses owners also expressed that a designated loading zone and schedule would help them ensure that their waste pick up happens on a regular basis. Often, a vendor making a delivery will block the entry to the alleyway; the waste haulers cannot enter and will typically skip the location to maintain their own schedule. This increases the amount of waste in the area and exacerbates the rodent problem in Arlington Center.

Based on the information above, I would limit the Alton Street loading zone timeframe to Monday-Friday from 8 a.m. to 3 p.m. This will allow the businesses ample time to receive their deliveries and an incentive for their vendors to make deliveries in a timely manner. For the businesses that provide afternoon and weekend morning lessons, it would free up parking for their students as well as for the customers of other businesses on the block. Residents can be assured that trucks who do not use the loading zone during the designated period will be ticketed, which should minimize the disturbance they experience in their homes.



Town of Arlington, Massachusetts

Report: Town Night 2018

Summary:

Kevin F. Greeley, Selectman

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Committee_notes_11.13.17.docx	Town Day Committee recommendation/minutes

TOWN DAY COMMITTEE
MEETING MINUTES
11/13/17

Present: Kevin Greeley, Marie Krepelka, Kathleen Darcy, Ali Carter, Derek Curran, Jim Curran, Teresa DeBenedictis, John Kelly, Adam Kurowski, Jeff Munro, Fran Reidy, Kylee Sullivan, Mary Ann Sullivan and Dan Warren.

After much discussion on whether the Town Day Committee should be involved in Town Night, there was a unanimous decision to not be involved in 2018.

Ms. Darcy made a motion to eliminate participation Town Night 2018. SO VOTED (14-0)
Mr. Greeley stated he would present the decision of the committee to the Selectmen at the 11/20/17 meeting.

The committee further discussed Town Day - taking a look to fresh ideas for the day:

- Move the Town Day booth to the side of the stage closest to Academy Street
- Plan an exit strategy for the end of Town Day- utilizing one way traffic from Jason Street to Pleasant street
- Do not allow any traffic on Mass. Ave for the 1st half hour after Town Day closes (3:00pm – 3:30pm) so that ACMI can get all cables up safely
- Possible start later and end later or start at 9:30 with the flag raising and 9:45 the cheerleaders
- Talk to Taylor Rental to have the delivery completed by 8:00 am
- Utilize the Garden for just children activities/bands. Jeff/ACMI can set up a mini cam area where kids can have video coverage
- On line application payments
- Create new booth/street maps thru ACMI & IT
- Accept applications based on maximum set by category – then filled
- No auto traffic on Mass. Ave after 8:30 am and not prior to 3:30 pm
- Post letter/notice in Advocate and on the website on new Town Day ideas
- Email booth participants on application time and day of operational guidelines/new rules
- 30' safety space between closure of street to booth vendors
- Maximum amount of booths is 200—down from 242 booths in past years



Town of Arlington, Massachusetts

Concerns re Bike Path at Water Street

Summary:

David Whitford, 23 Water Street

ATTACHMENTS:

	Type	File Name	Description
▣	Reference Material	CR_Whitford.docx	David Whitford Correspondence
▣	Reference Material	Maps_Whitford_CR.pdf	Maps

From: David Whitford <davidwhitford@gmail.com>
To: Marie Krepelka <mkrepelka@town.arlington.ma.us>
Cc: Susan McCabe <susanmccabe22@mac.com>, "Karen Steiner & Scott Smith" <smithsteiner@comcast.net>
Date: Tue, 7 Nov 2017 10:10:18 -0500
Subject: Bike Path at Water Street inquiry

Hi Maria, I'm David Whitford, 30-year Arlington resident, dedicated cyclist, living at 23 Water Street (where the bike path crosses) since 1994. Am reaching out to the Selectmen on the recommendation of Scott Smith, one of several people whose advice I've sought since last summer on how best to address this matter.

I haven't felt good about the bike path intersection outside my door since the day we moved in, but lately conditions have reached a crisis point. I fear if we don't take appropriate action we may soon be asking ourselves with regret why we failed to do so.

Rising popularity of driver apps like Waze and Google Maps has greatly increased cut-through traffic in my neighborhood, the Russell Street Historic District. During the morning rush hour we're getting a steady stream of southbound traffic on Rt. 60 (Mystic Street) that turns right on Russell Street and left on Water, as seen here: <https://goo.gl/HYnYzM>.

Or worse, right on Russell, left on Prescott, right on Winslow, and into a narrow, dogleg path down a privately owned alleyway to Water Street, as seen here: <https://goo.gl/3tM4b8>

Both maps attached below.

They're all trying to avoid the light at Mass Ave. Those who choose the former route often cross the bike path at a high rate of speed after turning left on Water Street. Those who choose the latter cut sharply (and sometimes blindly) left onto Water at the path. Either way, hazards abound.

Town (or state, not sure who has jurisdiction) could solve this problem tomorrow by banning cut-through traffic on Russell Street and Winslow Street during peak commuting hours.

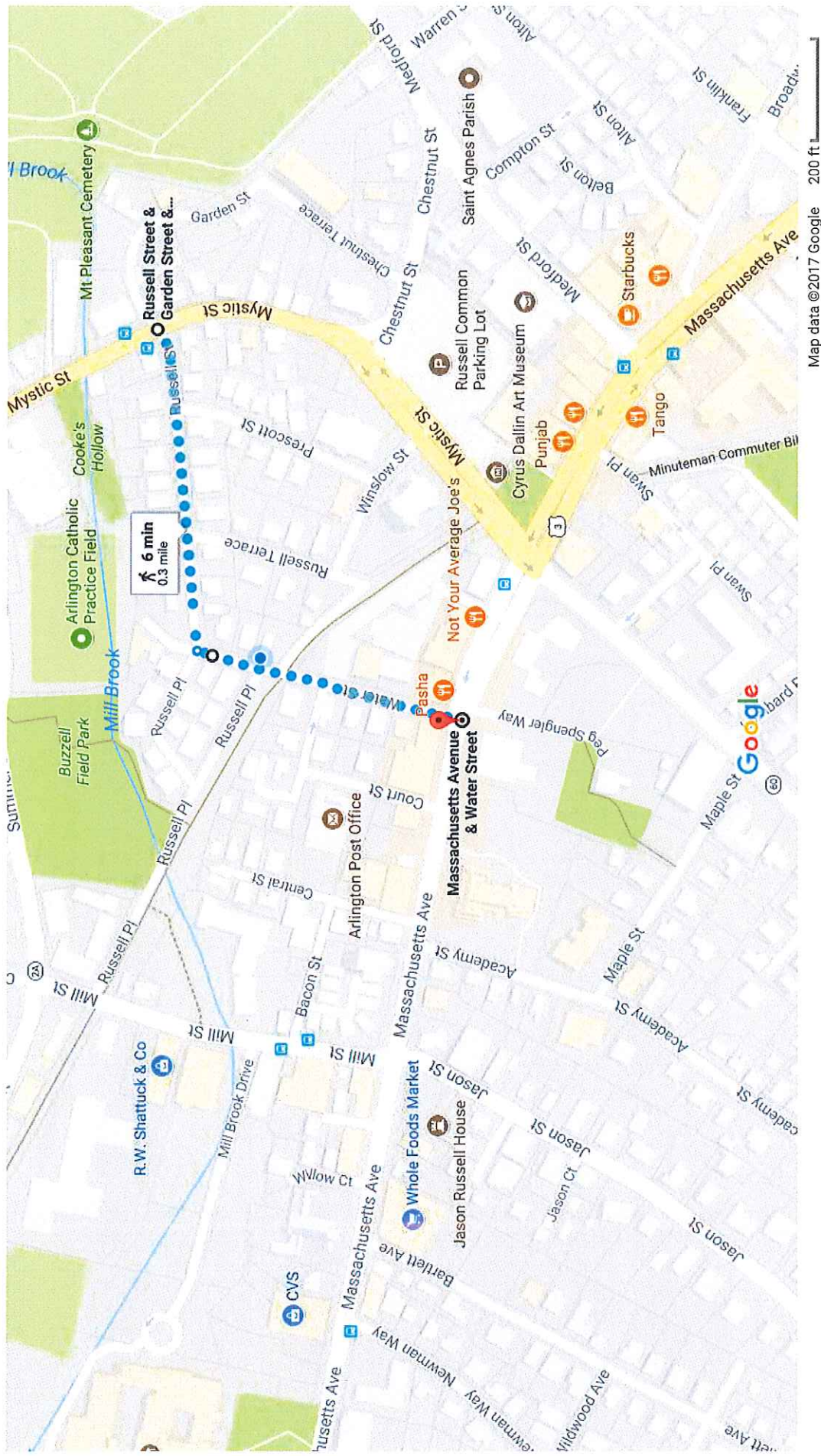
Short of that, I'd like to see high-visibility signage on Water Street alerting drivers to the bike path intersection, and clear road markings. My absolute minimum recommendation would be a "no left turn" sign where the alley intersects with Water Street.

I've been so impressed by the bike- and pedestrian-safety work the town has accomplished in recent years, including the dramatic improvements to the Mass Ave corridor in East Arlington, Arlington Center, the library pedestrian crossing, the bike path crossing at Mill Street, plus the proposed improvements at Lake Street. That leaves Water Street as the last, glaring exception. Please tell me how I can contribute to solving this problem.

Thank you,
David

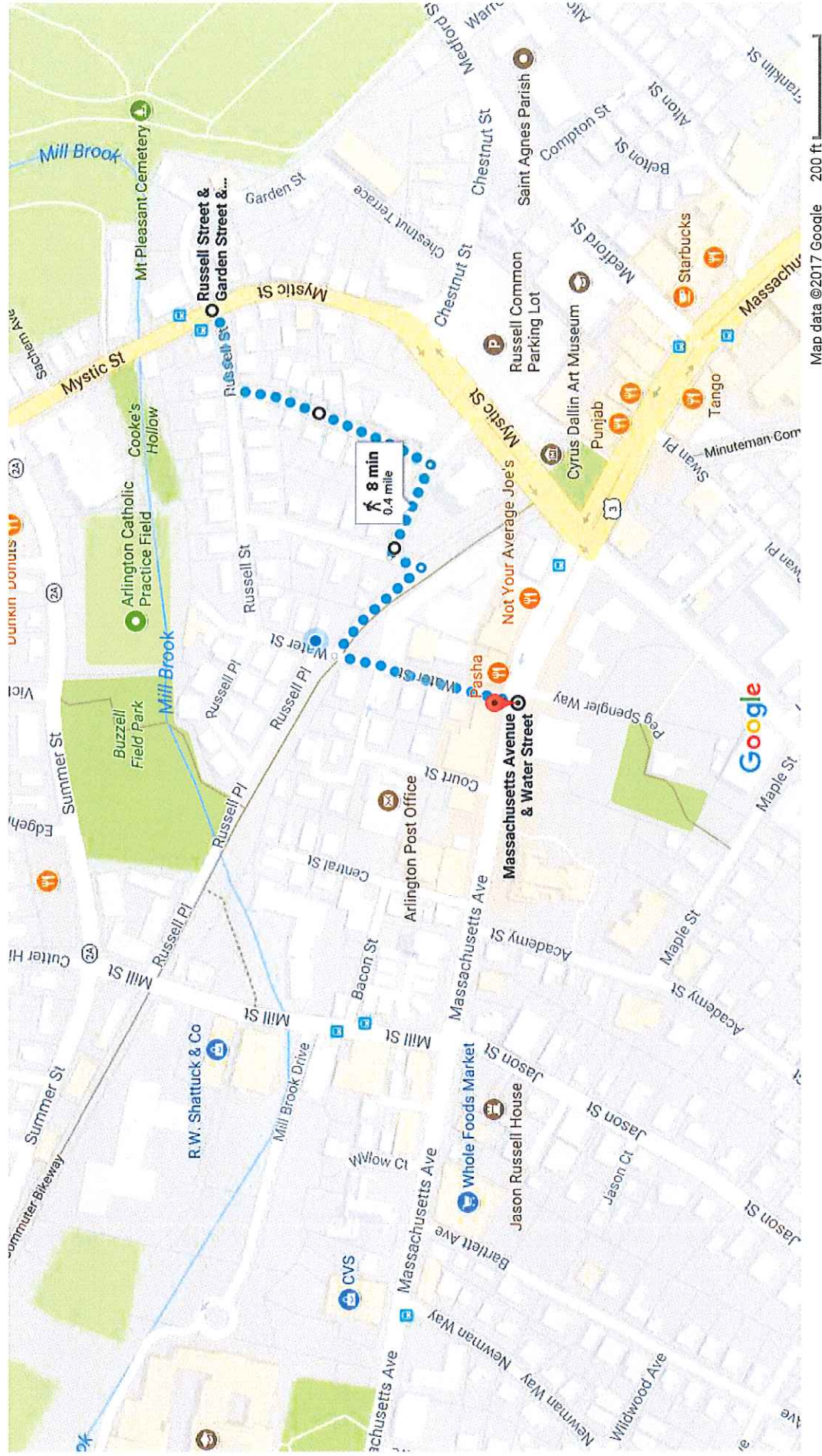
Google Maps Russell St & Garden St & MA-2A to Massachusetts Ave & Water St

Walk 0.3 mile, 6 min



Russell St & Garden St & MA-2A to Massachusetts Ave & Water St

Walk 0.4 mile, 8 min





Town of Arlington, Massachusetts

Town Hall Front Entrance

Summary:

Bob Radochia, 45 Columbia Road

ATTACHMENTS:

Type	File Name	Description
📎 Reference Material	Radochia_CR.pdf	Correspondence from R. Radochia, Meeting Notice

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 01776

2017 NOV -8 PM 12:15

Bob Radochia
45 Columbia Rd
Arlington, MA

November 7, 2017

To the Board of Selectmen,

Last Wednesday, Nov.1, as I entered and exited the Town Hall after paying my property tax bill I noted several elderly residents struggling to traverse the heaved/misaligned stone pavers and sidewalk bricks along the entry. The entry doors are not too user-friendly either.

This condition has existed for several years and it is time for it to be addressed. It is a lawsuit waiting to happen.

I ask that you, the Town Manager and other officials to take a few extra minutes out of your day to enter and leave the building by the front entrance on Mass Ave for a week or so. This will allow you to experience what it is like for citizens and residents to do business at Town Hall. If at the end of this period you still don't think there is any urgency to take corrective action I ask that you put this issue on your agenda to let the residents know you feel it is a safe situation and will continue to have a low priority.

Sincerely,



Bob Radochia

OFFICE OF THE BOARD OF SELECTMEN

JOSEPH A. CURRO, JR., CHAIR
STEVEN M. BYRNE, VICE CHAIR
KEVIN F. GREELEY
DIANE M. MAHON
DANIEL J. DUNN



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
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TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 9, 2017

Bob Radochia
45 Columbia Road
Arlington, MA 02474

Dear Mr. Radochia:

We are in receipt of your correspondence in which you discuss the front entrance of the Town Hall.

Thank you for writing to the Board of Selectmen. Your correspondence will appear on the November 20th Selectmen's Agenda under "Correspondence Received". Although it is not necessary for you to attend the meeting, you may do so if you are so inclined.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

NEW BUSINESS

Summary:



Town of Arlington, Massachusetts

EXECUTIVE SESSION

Summary:

Douglas W. Heim, Town Counsel

For the purpose of compliance with the Open Meeting Law for review of Executive Session Minutes of October 16, 2017.



Town of Arlington, Massachusetts

Next Scheduled Meeting of Bos December 4, 2017